



# City of Benbrook FY 2023-24 Proposed Budget

**PUBLIC HEARING  
SEPTEMBER 7, 2023**

PREPARED BY  
**FINANCE DEPARTMENT**



# NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.565000 per \$100 valuation has been proposed by the governing body of City of Benbrook.

PROPOSED TAX RATE	\$0.565000 per \$100
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NO-NEW-REVENUE TAX RATE	\$0.522509 per \$100
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VOTER-APPROVAL TAX RATE	\$0.572652 per \$100
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The no-new-revenue tax rate is the tax rate for the 2023 tax year that will raise the same amount of property tax revenue for City of Benbrook from the same properties in both the 2022 tax year and the 2023 tax year.

The voter-approval rate is the highest tax rate that City of Benbrook may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that City of Benbrook is proposing to increase property taxes for the 2023 tax year. A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 7, 2023, 7:30pm at Benbrook City Hall, 911 Winscott Road, Benbrook, Texas 76126.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, City of Benbrook is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the City Council of City of Benbrook at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE TAX RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

FOR the proposal: Mayor Jason Ward, Councilmember Renee Franklin, Councilmember Larry Marshall, Councilmember Dustin Phillips, Councilmember Gary Addison, Councilmember Laura Mackey, Councilmember Keith Tiner

AGAINST the proposal:

PRESENT and not voting:

ABSENT:

The 86th Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Benbrook last year to the taxes proposed to be imposed on the average residence homestead by City of Benbrook this year.

	<b>2022</b>	<b>2023</b>	<b>Change</b>
<b>Total tax rate (per \$100 of value)</b>	\$0.595000	\$0.565000	\$(0.030000)
<b>Average homestead taxable value</b>	\$247,301	\$280,799	\$33,498
<b>Tax on average homestead</b>	\$1,471	\$1,587	\$116
<b>Total tax levy on all properties</b>	\$17,235,220	\$18,641,917	\$1,406,698

For assistance with tax calculations, please contact the tax assessor for City of Benbrook at (817) 249-3000 or [rovergaard@benbrook-tx.gov](mailto:rovergaard@benbrook-tx.gov), or visit [www.benbrook-tx.gov](http://www.benbrook-tx.gov) for more information.

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## Notice of Public Hearings

The City Council of the City of Benbrook will hold a public hearing on Thursday, September 7, 2023 at 7:30 p.m. in the City Council Chambers at 911 Winscott Road to consider the Proposed Budget for Fiscal Year 2023-24. The Council will also hold a separate public hearing on this date and time to consider the 2023 property tax rate.

Copies of the Fiscal Year 2023-24 Proposed Budget and the 2023 Property Tax Rates in Benbrook are available at Benbrook City Hall and on the City's website [www.benbrook-tx.gov](http://www.benbrook-tx.gov).

This budget will raise more total property taxes than last year's budget by \$1,406,698 and 8.16 percent, and of that amount \$164,073 is tax revenue to be raised from new property added to the roll this year.

<u>Expenditure Comparison</u>	<u>FY 2023-24</u>	<u>FY 2022-23</u>
General Government	\$1,493,253	\$2,827,957
Staff Services	1,393,128	1,318,250
Public Safety	13,208,905	12,617,282
Public Services	7,218,847	7,165,505
Community Development	923,510	912,849
Debt Service*	1,532,629	908,229
Transfers and Other Uses	<u>300,000</u>	<u>300,000</u>
Total	\$26,070,272	\$26,050,072

\*Includes Stormwater Debt

Signed: Joanna King  
City Secretary

The FY 2023-24 Proposed Budget Summary Document is comprised of eight sections: (1) Summary, (2) Fund Balance Status, (3) Revenues, (4) Expenditures, (5) Division Summaries, (6) Decision Packages, (7) Debt Service, and (8) Supplemental Information.

### **SECTION ONE - SUMMARY**

The Summary Section provides a synopsis of the FY 2023-24 Proposed Budget including total revenues, expenditures, fund balance changes, and program modifications and implementations.

### **SECTION TWO - FUND BALANCE STATUS**

The Fund Balance Status Section summarizes beginning and ending fund balances on an actual basis for FY 2021-22; on an original budget and re-estimated basis for FY 2022-23; and on a base budget, decision package, department request, and proposed budget for FY 2023-24. Fund balance information is provided for the General Fund, Debt Service Fund, and the Operating Funds (combined General Fund and Debt Service Fund). These summaries are provided on three tables.

### **SECTION THREE - REVENUES**

The Revenues Section provides a line-item summary of all General Fund and Debt Service revenue sources on an actual basis for FY 2021-22; on a budget and estimated basis for FY 2022-23; and on a projected basis for FY 2023-24. Increases and decreases in revenue are explained for each of the revenue categories.

### **SECTION FOUR - EXPENDITURES**

The Expenditures Section provides a summary of all General Fund and Debt Service expenditures on an actual basis for FY 2021-22; on an adopted budget and estimated basis for FY 2022-23; and on a base budget, decision packages, department request, and proposed budget basis for FY 2023-24. Expenditure information is provided for each activity at the following levels: personal services, supplies and materials, contractual services, repair and maintenance, and capital outlay. Expenditure information is summarized at the department and division level. Increases and decreases in expenditures are explained for each department and division. The Expenditure Section also includes a table that describes each of the changes made by the City Manager to the Department Request at the account level and the decision packet level.

### **SECTION FIVE – DIVISION SUMMARIES**

The Division Summaries Section includes a form for each General Fund Division. These Division Summary forms depict expenditures and positions on an actual basis for FY 2021-22; on a budget and estimated twelve-month basis for FY 2022-23; and on a base budget, decision package, and total request basis for FY 2023-24. The FY 2023-24 Proposed Budget recommendations are also summarized at this level of detail. Expenditures are provided for the following categories: personal services, supplies and materials, contractual services, repair and maintenance, and capital outlay. The number of authorized positions is also provided. The form includes a reconciliation of the City Manager's Proposed Budget changes from the Department's Total Request (base budget plus decision packages). An area is also provided to list any changes made by the City Council. The box in the bottom right of the form lists all decision packages and classifies each package in two categories: (1) Funded and (2) Not Funded.

**SECTION SIX – DECISION PACKAGES**

For FY 2023-24 there is one decision package, upgrading the part time Animal Control Officer to full time. With inflation, possibility of a recession, and S.B. 2 3.5% property tax cap it was decided that this budget year the City should limit the number of decision packages to better position itself for these potential unknowns and loss of revenue.

**SECTION SEVEN - DEBT SERVICE**

The Debt Service Section provides a schedule that summarizes the City's debt service obligations for the FY 2023-24 fiscal year. This section includes tables that summarize the City's debt requirements from October 1, 2023 through maturity.

**SECTION EIGHT – SUPPLEMENTAL INFORMATION**

The Supplemental Information Section provides information regarding the City's budget process including: City Charter Requirements, Budget Process, Citizen Input and Public Hearings, and a Glossary of Terms.

## **SECTION ONE**

### **SUMMARY OF PROPOSED BUDGET**

#### **OVERVIEW**

The FY 2023-24 City of Benbrook Budget is based on total General Fund and Debt Service Fund revenues of \$25,737,557 and total General Fund and Debt Service Fund expenditures of \$25,770,272. The Proposed Budget reflects transfers out of \$300,000. This includes \$250,000 from the General Fund to the Capital Asset Replacement Fund for future vehicle replacements and \$50,000 to the IT/Facilities Fund. Also, a transfer in of \$338,485, from the Storm Water Utility Fund to the Debt Service Fund for the drainage related debt.

#### **PROPERTY TAX**

As proposed by the City Manager, the property tax rate reflected in the FY 2023-24 Budget is \$0.5650 per \$100 valuation, a decrease of \$0.0300 from the current tax rate of \$0.595. The General Fund portion of the proposed property tax rate is \$0.5260, and the debt service portion is \$0.0390.

#### **CHANGES IN POSITIONS**

The part time Animal Control Officer position is being upgraded to a full time Animal Control Officer in the FY 2023-24 Proposed Budget. This will give the City two full time Animal Control Officers.

#### **SALARY AND FRINGE BENEFIT ENHANCEMENTS**

There is a 3.0% cost-of-living adjustment (COLA) in the FY 2023-24 Proposed Budget. Funds are included for scheduled merit increases for eligible employees. Merit increases are subject to the review and approval by the employee's department head and the City Manager.

The Proposed Budget includes funds to finance an up to 20% increase in employee health, dental, and life insurance over the re-estimated amount for FY 2022-23. Funds are also included for employee retirement through the Texas Municipal Retirement System (TMRS). The 2023 rate is 16.33%; the rate will increase to 17.36% effective January 1, 2024. Workers' compensation contributions are reflected at \$88,950 for FY 2023-24.

#### **DEPARTMENT REQUESTS AND DECISION PACKAGES**

There is one decision package in the FY 2023-24 Proposed Budget. The part time Animal Control Officer position is being upgraded to a full time Animal Control Officer. This will give the City two full time Animal Control Officers.

##### **Police Department**

Funds in the amount of \$199,840 are included in the Proposed Budget to replace four Patrol vehicles as part of the annual vehicle replacement program.

##### **Public Services – Public Works**

As requested by City Council the FY 2023-24 Proposed Budget includes expansion of the City's street overlay program by \$850,000 to \$2,850,000. In addition, the City's concrete infrastructure repair program has

increased from \$250,000 to \$500,000.



**SECTION TWO**  
**FUND BALANCE STATUS**

The tables depict General Fund, Debt Service Fund, and Operating Funds (combined General Fund and Debt Service Fund) beginning and ending fund balances on an actual basis for FY 2021-22; on an adopted budget and re-estimated basis for FY 2022-23; on a base budget, department request (base budget plus decision packages), and proposed budget for FY 2023-24.

**CITY OF BENBROOK**  
**CHANGES IN FUND BALANCE**  
**FY 2023-24 PROPOSED BUDGET**

<b>GENERAL FUND</b>	<b>2021-22 ACTUAL</b>	<b>2022-23 ADOPTED BUDGET</b>	<b>2022-23 RE-EST</b>	<b>2023-24 BASE BUDGET</b>	<b>2023-24 DECISION PACKAGES</b>	<b>2023-24 DEPT. REQUEST</b>	<b>2023-24 PROPOSED BUDGET</b>
<b>BEGINNING FUND BALANCE</b>	\$ 13,431,716	\$ 15,551,685	\$ 17,041,814	\$ 19,107,869		\$ 19,107,869	\$ 19,107,869
Revenues	22,422,853	23,575,915	23,861,618	24,237,643		24,237,643	24,237,643
Transfer In	319,309	325,000	300,000	300,000		300,000	300,000
<b>TOTAL REVENUES</b>	<b>\$ 22,742,162</b>	<b>\$ 23,900,915</b>	<b>\$ 24,161,618</b>	<b>\$ 24,537,643</b>		<b>\$ 24,537,643</b>	<b>\$ 24,537,643</b>
Expenditures	\$ 18,832,063	\$ 24,841,843	\$ 21,795,563	\$ 22,684,486	\$ 68,534	\$ 22,753,020	\$ 24,237,643
Transfer to Asset Replacement Fund	300,000	250,000	250,000	250,000		250,000	250,000
Transfer to IT/Facilities Fund	-	50,000	50,000	50,000		50,000	50,000
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 19,132,063</b>	<b>\$ 25,141,843</b>	<b>\$ 22,095,563</b>	<b>\$ 22,984,486</b>		<b>\$ 23,053,020</b>	<b>\$ 24,537,643</b>
<b>NET CHANGE TO FUND BALANCE</b>	<b>\$ 3,610,098</b>	<b>\$ (1,240,928)</b>	<b>\$ 2,066,055</b>	<b>\$ 1,553,157</b>		<b>\$ 1,484,623</b>	<b>\$ -</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 17,041,814</b>	<b>\$ 14,310,757</b>	<b>\$ 19,107,869</b>	<b>\$ 20,661,026</b>		<b>\$ 20,592,492</b>	<b>\$ 19,107,869</b>

CITY OF BENBROOK  
CHANGES IN FUND BALANCE  
FY 2023-24 PROPOSED BUDGET

DEBT SERVICE FUND							
	2021-22 ACTUAL	2022-23 ADOPTED BUDGET	2022-23 RE-EST	2023-24 BASE BUDGET	2023-24 DECISION PACKAGES	2023-24 DEPT. REQUEST	2023-24 PROPOSED BUDGET
BEGINNING FUND BALANCE	\$ 454,353	\$ 462,581	\$ 455,569	\$ 458,901		\$ 458,901	\$ 458,901
Revenues	870,552	591,486	580,076	1,199,914		1,199,914	1,199,914
Transfers-In	1,040,001	331,485	331,485	338,485		338,485	338,485
TOTAL REVENUES AND TRANSFERS IN	\$ 1,910,553	\$ 922,971	\$ 911,561	\$ 1,538,399	\$ -	\$ 1,538,399	\$ 1,538,399
Expenditures	1,909,337	908,229	908,229	1,532,629		1,532,629	1,532,629
Transfers-Out	-	-	-	-		-	-
TOTAL EXPENDITURES AND TRANSFERS OUT	\$ 1,909,337	\$ 908,229	\$ 908,229	\$ 1,532,629	\$ -	\$ 1,532,629	\$ 1,532,629
NET CHANGE TO FUND BALANCE	\$ 1,216	\$ 14,742	\$ 3,332	\$ 5,770		\$ 5,770	\$ 5,770
ENDING FUND BALANCE	\$ 455,569	\$ 477,323	\$ 458,901	\$ 464,671		\$ 464,671	\$ 464,671

**CITY OF BENBROOK**  
**CHANGES IN FUND BALANCE**  
**FY 2023-24 PROPOSED BUDGET**

<b>OPERATING FUNDS</b>	<b>2021-22 ACTUAL</b>	<b>2022-23 ADOPTED BUDGET</b>	<b>2022-23 RE-EST</b>	<b>2023-24 BASE BUDGET</b>	<b>2023-24 DECISION PACKAGES</b>	<b>2023-24 DEPT. REQUEST</b>	<b>2023-24 PROPOSED BUDGET</b>
<b>BEGINNING FUND BALANCE</b>	\$ 13,886,069	\$ 16,014,266	\$ 17,497,383	\$ 19,566,770		\$ 19,566,770	\$ 19,566,770
Revenues	23,293,405	24,167,401	24,441,694	25,437,557		25,437,557	25,437,557
Transfers-In	<u>1,359,310</u>	<u>656,485</u>	<u>631,485</u>	<u>638,485</u>		<u>638,485</u>	<u>638,485</u>
<b>TOTAL REVENUES AND TRANSFERS IN</b>	<b>\$ 24,652,715</b>	<b>\$ 24,823,886</b>	<b>\$ 25,073,179</b>	<b>\$ 26,076,042</b>	<b>\$ -</b>	<b>\$ 26,076,042</b>	<b>\$ 26,076,042</b>
Expenditures	20,741,400	25,750,072	22,703,792	24,217,115	68,534	24,285,649	25,770,272
Transfers-Out	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>		<u>300,000</u>	<u>300,000</u>
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>\$ 21,041,400</b>	<b>\$ 26,050,072</b>	<b>\$ 23,003,792</b>	<b>\$ 24,517,115</b>	<b>\$ 68,534</b>	<b>\$ 24,585,649</b>	<b>\$ 26,070,272</b>
<b>NET CHANGE TO FUND BALANCE</b>	<b>\$ 3,611,314</b>	<b>\$ (1,226,186)</b>	<b>\$ 2,069,387</b>	<b>\$ 1,558,927</b>		<b>\$ 1,490,393</b>	<b>\$ 5,770</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 17,497,383</b>	<b>\$ 14,788,080</b>	<b>\$ 19,566,770</b>	<b>\$ 21,125,697</b>		<b>\$ 21,057,163</b>	<b>\$ 19,572,540</b>



**SECTION THREE**  
**REVENUES**

This section includes revenue collection and projection data for each source of revenue. Sub-totals are provided for each revenue account in the General Fund and Debt Service Fund. Revenues are projected based on current rates and fee structures. Collection data is presented on an actual basis for FY 2021-22; on a budget and estimated twelve months basis for FY 2022-23; and on a projected basis for FY 2023-24. This table depicts the change from the FY 2022-23 estimate compared to the FY 2022-23 budget and from the FY 2022-23 budget compared to the FY 2023-24 projection.

**GENERAL FUND AND DEBT SERVICE FUND**  
**REVENUES BY SOURCE**  
**FY 2023-24 PROPOSED BUDGET**

<b>Account Description</b>	<b>Actual 12 Months 2021-22</b>	<b>Budgeted 2022-23</b>	<b>Estimated 2022-23</b>	<b>Variance Over(Under) Budget 2022-23</b>	<b>Projected 2023-24</b>	<b>Variance Over(Under) Budget 2023-24</b>
<b>GENERAL FUND</b>						
Ad Valorem Taxes	13,888,739	16,116,515	15,477,222	(639,293)	16,229,743	113,228
Franchise Taxes	1,553,320	1,505,000	1,606,049	101,049	1,570,000	65,000
City Sales Tax	3,894,584	3,500,000	4,000,000	500,000	4,000,000	500,000
Other Taxes	12,428	10,000	10,100	100	10,000	-
<b>TOTAL TAXES</b>	<b>19,349,070</b>	<b>21,131,515</b>	<b>21,093,371</b>	<b>(38,144)</b>	<b>21,809,743</b>	<b>678,228</b>
<b>LICENSES, PERMITS, &amp; FILING FEES</b>	<b>1,010,720</b>	<b>495,400</b>	<b>367,300</b>	<b>(128,100)</b>	<b>370,400</b>	<b>(125,000)</b>
<b>FINES AND FORFEITURES</b>	<b>510,500</b>	<b>643,000</b>	<b>442,000</b>	<b>(201,000)</b>	<b>545,000</b>	<b>(98,000)</b>
<b>USE OF MONEY &amp; PROPERTY</b>	<b>95,941</b>	<b>215,000</b>	<b>499,500</b>	<b>284,500</b>	<b>369,500</b>	<b>154,500</b>
<b>REVENUE FR. OTHER AGENCIES</b>	<b>530,960</b>	<b>505,000</b>	<b>500,000</b>	<b>(5,000)</b>	<b>505,000</b>	<b>-</b>
<b>CHARGES FOR CURRENT SERVICES</b>	<b>1,188,827</b>	<b>871,000</b>	<b>1,219,447</b>	<b>348,447</b>	<b>898,000</b>	<b>27,000</b>
<b>OTHER REVENUE</b>	<b>56,143</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>	<b>40,000</b>	<b>-</b>
<b>TRANSFERS-IN</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES AND TRANSFERS</b>	<b>22,742,162</b>	<b>23,900,915</b>	<b>24,161,618</b>	<b>260,703</b>	<b>24,537,643</b>	<b>636,728</b>

**GENERAL FUND AND DEBT SERVICE FUND  
REVENUES BY SOURCE  
FY 2023-24 PROPOSED BUDGET**

<b>Account Description</b>	<b>Actual 12 Months 2021-22</b>	<b>Budgeted 2022-23</b>	<b>Estimated 2022-23</b>	<b>Variance Over(Under) Budget 2022-23</b>	<b>Projected 2023-24</b>	<b>Variance Over(Under) Budget 2023-24</b>
<b>DEBT SERVICE FUND</b>						
Ad Valorem Taxes	870,179	590,986	579,576	(11,410)	1,199,414	608,428
Interest	373	500	500	-	500	-
Transfers	1,040,001	331,485	331,485	-	338,485	7,000
<b>TOTAL REVENUES</b>	<b>1,910,553</b>	<b>922,971</b>	<b>911,561</b>	<b>(11,410)</b>	<b>1,538,399</b>	<b>615,428</b>
<b>GRAND TOTAL REVENUES AND TRANSFERS</b>	<b>24,652,715</b>	<b>24,823,886</b>	<b>25,073,179</b>	<b>249,293</b>	<b>26,076,042</b>	<b>1,252,156</b>





## **SECTION FOUR EXPENDITURES**

A table is provided to summarize expenditures for the General Fund and Debt Service Fund. Expenditures are summarized for each Division at five different levels: personal services, supplies and materials, contractual services, repair and maintenance, and capital outlay. Expenditure data is provided on an actual basis for FY 2021-22; on an adopted budget and twelve month estimate basis for FY 2023-24; on a base budget, decision package, department request (base budget plus decision packages total), and City Manager proposed for FY 2023-24. The chart also summarizes the changes made by the City Manager to the department requests.

**CITY OF BENBROOK**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2023-24 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2021-22	BUDGET 2022-23	12 MONTHS ESTIMATE 2022-23	BUDGET VERSUS ESTIMATE	BASE BUDGET 2023-24	DECISION PKGS. 2023-24	DEPT. REQUEST 2023-24	CITY MANAGER 2023-24	CHANGES FROM REQUEST 2023-24
<b>GENERAL GOVERNMENT</b>									
<b>City Council</b>									
Personal Services	\$ 8,635	\$ 9,051	\$ 8,620	\$ (431)	\$ 9,051	\$ -	\$ 9,051	\$ 9,051	\$ -
Supplies & Materials	203	750	500	(250)	750	-	750	750	-
Contractual Services	6,358	10,010	6,410	(3,600)	10,010	-	10,010	10,010	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 15,196</b>	<b>\$ 19,811</b>	<b>\$ 15,530</b>	<b>\$ (4,281)</b>	<b>\$ 19,811</b>	<b>\$ -</b>	<b>\$ 19,811</b>	<b>\$ 19,811</b>	<b>\$ -</b>
<b>City Manager</b>									
Personal Services	\$ 405,707	\$ 435,653	\$ 429,233	\$ (6,420)	\$ 439,543	\$ -	\$ 439,543	\$ 450,773	\$ 11,230
Supplies & Materials	-	150	150	-	150	-	150	150	-
Contractual Services	1,403	4,140	2,300	(1,840)	4,140	-	4,140	4,140	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	150	150	-	-	-	-	-
<b>Total</b>	<b>\$ 407,109</b>	<b>\$ 439,943</b>	<b>\$ 431,833</b>	<b>\$ (8,110)</b>	<b>\$ 443,833</b>	<b>\$ -</b>	<b>\$ 443,833</b>	<b>\$ 455,063</b>	<b>\$ 11,230</b>
<b>City Secretary</b>									
Personal Services	\$ 397,286	\$ 437,918	\$ 427,275	\$ (10,643)	\$ 442,194	\$ -	\$ 442,194	\$ 452,934	\$ 10,740
Supplies & Materials	1,071	1,500	1,500	-	1,500	-	1,500	1,500	-
Contractual Services	20,148	42,800	19,880	(22,920)	42,300	-	42,300	42,300	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 418,505</b>	<b>\$ 482,218</b>	<b>\$ 448,655</b>	<b>\$ (33,563)</b>	<b>\$ 485,994</b>	<b>\$ -</b>	<b>\$ 485,994</b>	<b>\$ 496,734</b>	<b>\$ 10,740</b>
<b>Non-Departmental</b>									
Personal Services	\$ 32,681	\$ 32,495	\$ 37,001	\$ 4,506	\$ 34,495	\$ -	\$ 34,495	\$ 34,495	\$ -
Supplies & Materials	17,940	19,125	18,800	(325)	22,000	-	22,000	22,000	-
Contractual Services	1,766,052	1,832,865	1,915,963	83,098	463,650	-	463,650	463,650	-
Repair & Maintenance	11,001	1,500	1,000	(500)	1,500	-	1,500	1,500	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 1,827,674</b>	<b>\$ 1,885,985</b>	<b>\$ 1,972,764</b>	<b>\$ 86,779</b>	<b>\$ 521,645</b>	<b>\$ -</b>	<b>\$ 521,645</b>	<b>\$ 521,645</b>	<b>\$ -</b>
<b>GENERAL GOVERNMENT</b>									
Personal Services	\$ 844,309	\$ 915,117	\$ 902,129	\$ (12,988)	\$ 925,283	\$ -	\$ 925,283	\$ 947,253	\$ 21,970
Supplies & Materials	19,214	21,525	20,950	(575)	24,400	-	24,400	24,400	-
Contractual Services	1,793,961	1,889,815	1,944,553	54,738	520,100	-	520,100	520,100	-
Repair & Maintenance	11,001	1,500	1,000	(500)	1,500	-	1,500	1,500	-
Capital Outlay	-	-	150	150	-	-	-	-	-
<b>Total</b>	<b>\$ 2,668,485</b>	<b>\$ 2,827,957</b>	<b>\$ 2,868,782</b>	<b>\$ 40,825</b>	<b>\$ 1,471,283</b>	<b>\$ -</b>	<b>\$ 1,471,283</b>	<b>\$ 1,493,253</b>	<b>\$ 21,970</b>

**CITY OF BENBROOK**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2023-24 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2021-22	BUDGET 2022-23	12 MONTHS ESTIMATE 2022-23	BUDGET VERSUS ESTIMATE	BASE BUDGET 2023-24	DECISION PKGS. 2023-24	DEPT. REQUEST 2023-24	CITY MANAGER 2023-24	CHANGES FROM REQUEST 2023-24
<b>STAFF SERVICES</b>									
<b>Finance</b>									
Personal Services	\$ 417,705	\$ 454,278	\$ 451,759	\$ (2,519)	\$ 446,411	\$ -	\$ 446,411	\$ 457,615	\$ 11,204
Supplies & Materials	1,183	2,400	1,900	(500)	2,500	-	2,500	2,500	-
Contractual Services	149,741	152,000	156,369	4,369	160,950	-	160,950	160,950	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 568,629</b>	<b>\$ 608,678</b>	<b>\$ 610,028</b>	<b>\$ 1,350</b>	<b>\$ 609,861</b>	<b>\$ -</b>	<b>\$ 609,861</b>	<b>\$ 621,065</b>	<b>\$ 11,204</b>
<b>Information Technology</b>									
Personal Services	\$ 286,971	\$ 316,568	\$ 312,154	\$ (4,414)	\$ 319,670	\$ -	\$ 319,670	\$ 327,890	\$ 8,220
Supplies & Materials	243,050	297,954	297,954	-	336,455	-	336,455	336,455	-
Contractual Services	25,893	25,150	25,150	-	40,218	-	40,218	40,218	-
Repair & Maintenance	14,024	14,400	14,400	-	12,000	-	12,000	12,000	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 569,938</b>	<b>\$ 654,072</b>	<b>\$ 649,658</b>	<b>\$ (4,414)</b>	<b>\$ 708,343</b>	<b>\$ -</b>	<b>\$ 708,343</b>	<b>\$ 716,563</b>	<b>\$ 8,220</b>
<b>Personnel</b>									
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies & Materials	-	-	-	-	-	-	-	-	-
Contractual Services	35,467	55,500	43,000	(12,500)	55,500	-	55,500	55,500	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 35,467</b>	<b>\$ 55,500</b>	<b>\$ 43,000</b>	<b>\$ (12,500)</b>	<b>\$ 55,500</b>	<b>\$ -</b>	<b>\$ 55,500</b>	<b>\$ 55,500</b>	<b>\$ -</b>
<b>STAFF SERVICES</b>									
Personal Services	\$ 704,677	\$ 770,846	\$ 763,913	\$ (6,933)	\$ 766,081	\$ -	\$ 766,081	\$ 785,505	\$ 19,424
Supplies & Materials	244,233	300,354	299,854	(500)	338,955	-	338,955	338,955	-
Contractual Services	211,100	232,650	224,519	(8,131)	256,668	-	256,668	256,668	-
Repair & Maintenance	14,024	14,400	14,400	-	12,000	-	12,000	12,000	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 1,174,034</b>	<b>\$ 1,318,250</b>	<b>\$ 1,302,686</b>	<b>\$ (15,564)</b>	<b>\$ 1,373,704</b>	<b>\$ -</b>	<b>\$ 1,373,704</b>	<b>\$ 1,393,128</b>	<b>\$ 19,424</b>

**CITY OF BENBROOK**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2023-24 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2021-22	BUDGET 2022-23	12 MONTHS ESTIMATE 2022-23	BUDGET VERSUS ESTIMATE	BASE BUDGET 2023-24	DECISION PKGS. 2023-24	DEPT. REQUEST 2023-24	CITY MANAGER 2023-24	CHANGES FROM REQUEST 2023-24
<b>PUBLIC SAFETY</b>									
<b>Police Management Services</b>									
Personal Services	\$ 407,677	\$ 436,098	\$ 427,548	\$ (8,550)	\$ 413,883	\$ -	\$ 413,883	\$ 422,748	\$ 8,865
Supplies & Materials	1,288	1,200	1,200	-	1,200	-	1,200	1,200	-
Contractual Services	1,125	1,300	1,300	-	1,300	-	1,300	1,300	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 410,090</b>	<b>\$ 438,598</b>	<b>\$ 430,048</b>	<b>\$ (8,550)</b>	<b>\$ 416,383</b>	<b>\$ -</b>	<b>\$ 416,383</b>	<b>\$ 425,248</b>	<b>\$ 8,865</b>
<b>Communications Records</b>									
Personal Services	\$ 865,212	\$ 1,121,294	\$ 1,090,903	\$ (30,391)	\$ 1,126,903	\$ -	\$ 1,126,903	\$ 1,153,478	\$ 26,575
Supplies & Materials	4,391	3,800	4,400	600	4,000	-	4,000	4,000	-
Contractual Services	23,398	23,565	26,700	3,135	26,950	-	26,950	26,950	-
Repair & Maintenance	261	500	4,978	4,478	5,500	-	5,500	5,500	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 893,262</b>	<b>\$ 1,149,159</b>	<b>\$ 1,126,981</b>	<b>\$ (22,178)</b>	<b>\$ 1,163,353</b>	<b>\$ -</b>	<b>\$ 1,163,353</b>	<b>\$ 1,189,928</b>	<b>\$ 26,575</b>
<b>Patrol</b>									
Personal Services	\$ 3,751,334	\$ 4,317,616	\$ 4,276,434	\$ (41,182)	\$ 4,442,068	\$ -	\$ 4,442,068	\$ 4,546,063	\$ 103,995
Supplies & Materials	140,442	153,700	129,520	(24,180)	130,200	-	130,200	130,200	-
Contractual Services	19,993	27,900	29,800	1,900	29,400	-	29,400	24,400	(5,000)
Repair & Maintenance	67,295	71,292	70,392	(900)	77,800	-	77,800	77,300	(500)
Capital Outlay	135,500	148,440	171,716	23,276	199,840	-	199,840	199,840	-
<b>Total</b>	<b>\$ 4,114,564</b>	<b>\$ 4,718,948</b>	<b>\$ 4,677,862</b>	<b>\$ (41,086)</b>	<b>\$ 4,879,308</b>	<b>\$ -</b>	<b>\$ 4,879,308</b>	<b>\$ 4,977,803</b>	<b>\$ 98,495</b>
<b>Criminal Investigation</b>									
Personal Services	\$ 957,583	\$ 1,144,532	\$ 1,139,263	\$ (5,269)	\$ 1,167,962	\$ -	\$ 1,167,962	\$ 1,196,381	\$ 28,419
Supplies & Materials	11,219	14,850	17,452	2,602	18,852	-	18,852	17,500	(1,352)
Contractual Services	26,797	27,750	22,600	(5,150)	27,450	-	27,450	27,450	-
Repair & Maintenance	2,075	2,000	2,000	-	2,000	-	2,000	2,000	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 997,674</b>	<b>\$ 1,189,132</b>	<b>\$ 1,181,315</b>	<b>\$ (7,817)</b>	<b>\$ 1,216,264</b>	<b>\$ -</b>	<b>\$ 1,216,264</b>	<b>\$ 1,243,331</b>	<b>\$ 27,067</b>
<b>Crime Prevention</b>									
Personal Services	\$ 132,511	\$ 141,555	\$ 139,001	\$ (2,554)	\$ 143,017	\$ -	\$ 143,017	\$ 146,459	\$ 3,442
Supplies & Materials	817	1,150	1,150	-	1,050	-	1,050	1,050	-
Contractual Services	140	600	600	-	500	-	500	500	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 133,469</b>	<b>\$ 143,305</b>	<b>\$ 140,751</b>	<b>\$ (2,554)</b>	<b>\$ 144,567</b>	<b>\$ -</b>	<b>\$ 144,567</b>	<b>\$ 148,009</b>	<b>\$ 3,442</b>

**CITY OF BENBROOK**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2023-24 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2021-22	BUDGET 2022-23	12 MONTHS ESTIMATE 2022-23	BUDGET VERSUS ESTIMATE	BASE BUDGET 2023-24	DECISION PKGS. 2023-24	DEPT. REQUEST 2023-24	CITY MANAGER 2023-24	CHANGES FROM REQUEST 2023-24
<b>Animal Control</b>									
Personal Services	\$ 121,228	\$ 133,849	\$ 129,961	\$ (3,888)	\$ 134,894	\$ 67,884	\$ 202,778	\$ 205,310	\$ 2,532
Supplies & Materials	4,860	5,075	5,238	163	5,525	400	5,925	5,925	-
Contractual Services	10,360	13,700	14,900	1,200	15,325	250	15,575	15,575	-
Repair & Maintenance	265	1,600	1,100	(500)	1,400	-	1,400	600	(800)
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 136,713</b>	<b>\$ 154,224</b>	<b>\$ 151,199</b>	<b>\$ (3,025)</b>	<b>\$ 157,144</b>	<b>\$ 68,534</b>	<b>\$ 225,678</b>	<b>\$ 227,410</b>	<b>\$ 1,732</b>
<b>POLICE</b>									
Personal Services	\$ 6,235,546	\$ 7,294,944	\$ 7,203,110	\$ (91,834)	\$ 7,428,727	\$ 67,884	\$ 7,496,611	\$ 7,670,439	\$ 173,828
Supplies & Materials	163,016	179,775	158,960	(20,815)	160,827	400	161,227	159,875	(1,352)
Contractual Services	81,813	94,815	95,900	1,085	100,925	250	101,175	96,175	(5,000)
Repair & Maintenance	69,897	75,392	78,470	3,078	86,700	-	86,700	85,400	(1,300)
Capital Outlay	135,500	148,440	171,716	23,276	199,840	-	199,840	199,840	-
<b>Total</b>	<b>\$ 6,685,772</b>	<b>\$ 7,793,366</b>	<b>\$ 7,708,156</b>	<b>\$ (85,210)</b>	<b>\$ 7,977,019</b>	<b>\$ 68,534</b>	<b>\$ 8,045,553</b>	<b>\$ 8,211,729</b>	<b>\$ 166,176</b>

**CITY OF BENBROOK**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2023-24 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2021-22	BUDGET 2022-23	12 MONTHS ESTIMATE 2022-23	BUDGET VERSUS ESTIMATE	BASE BUDGET 2023-24	DECISION PKGS. 2023-24	DEPT. REQUEST 2023-24	CITY MANAGER 2023-24	CHANGES FROM REQUEST 2023-24
<b>Fire</b>									
Personal Services	\$ 2,166,464	\$ 4,064,790	\$ 1,164,186	\$ (2,900,604)	\$ 4,121,402	\$ -	\$ 4,121,402	\$ 4,220,567	\$ 99,165
Supplies & Materials	100,661	111,800	111,800	-	111,800	-	111,800	111,800	-
Contractual Services	149,188	145,300	152,800	7,500	157,700	-	157,700	157,700	-
Repair & Maintenance	49,093	73,800	73,800	-	73,800	-	73,800	69,800	(4,000)
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 2,465,407</b>	<b>\$ 4,395,690</b>	<b>\$ 1,502,586</b>	<b>\$ (2,893,104)</b>	<b>\$ 4,464,702</b>	<b>\$ -</b>	<b>\$ 4,464,702</b>	<b>\$ 4,559,867</b>	<b>\$ 95,165</b>
<b>EMS</b>									
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies & Materials	79,647	97,200	97,200	-	97,200	-	97,200	94,200	(3,000)
Contractual Services	18,212	13,555	13,940	385	14,100	-	14,100	14,100	-
Repair & Maintenance	28,041	25,800	25,800	-	25,800	-	25,800	25,800	-
Capital Outlay	18,704	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 144,604</b>	<b>\$ 136,555</b>	<b>\$ 136,940</b>	<b>\$ 385</b>	<b>\$ 137,100</b>	<b>\$ -</b>	<b>\$ 137,100</b>	<b>\$ 134,100</b>	<b>\$ (3,000)</b>
<b>FIRE</b>									
Personal Services	\$ 2,166,464	\$ 4,064,790	\$ 1,164,186	\$ (2,900,604)	\$ 4,121,402	\$ -	\$ 4,121,402	\$ 4,220,567	\$ 99,165
Supplies & Materials	180,308	209,000	209,000	-	209,000	-	209,000	206,000	(3,000)
Contractual Services	167,399	158,855	166,740	7,885	171,800	-	171,800	171,800	-
Repair & Maintenance	77,134	99,600	99,600	-	99,600	-	99,600	95,600	(4,000)
Capital Outlay	18,704	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 2,610,011</b>	<b>\$ 4,532,245</b>	<b>\$ 1,639,526</b>	<b>\$ (2,892,719)</b>	<b>\$ 4,601,802</b>	<b>\$ -</b>	<b>\$ 4,601,802</b>	<b>\$ 4,693,967</b>	<b>\$ 92,165</b>
<b>Municipal Court</b>									
Personal Services	\$ 249,965	\$ 278,526	\$ 253,912	\$ (24,614)	\$ 281,047	\$ -	\$ 281,047	\$ 286,464	\$ 5,417
Supplies & Materials	206	400	200	(200)	400	-	400	400	-
Contractual Services	13,661	12,745	15,745	3,000	16,345	-	16,345	16,345	-
Repair & Maintenance	-	-	121	121	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 263,832</b>	<b>\$ 291,671</b>	<b>\$ 269,978</b>	<b>\$ (21,693)</b>	<b>\$ 297,792</b>	<b>\$ -</b>	<b>\$ 297,792</b>	<b>\$ 303,209</b>	<b>\$ 5,417</b>
<b>PUBLIC SAFETY</b>									
Personal Services	\$ 8,651,975	\$ 11,638,260	\$ 8,621,208	\$ (3,017,052)	\$ 11,831,176	\$ 67,884	\$ 11,899,060	\$ 12,177,470	\$ 278,410
Supplies & Materials	343,530	389,175	368,160	(21,015)	370,227	400	370,627	366,275	(4,352)
Contractual Services	262,873	266,415	278,385	11,970	289,070	250	289,320	284,320	(5,000)
Repair & Maintenance	147,031	174,992	178,191	3,199	186,300	-	186,300	181,000	(5,300)
Capital Outlay	154,204	148,440	171,716	23,276	199,840	-	199,840	199,840	-
<b>Total</b>	<b>\$ 9,559,614</b>	<b>\$ 12,617,282</b>	<b>\$ 9,617,660</b>	<b>\$ (2,999,622)</b>	<b>\$ 12,876,613</b>	<b>\$ 68,534</b>	<b>\$ 12,945,147</b>	<b>\$ 13,208,905</b>	<b>\$ 263,758</b>

**CITY OF BENBROOK**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2023-24 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2021-22	BUDGET 2022-23	12 MONTHS ESTIMATE 2022-23	BUDGET VERSUS ESTIMATE	BASE BUDGET 2023-24	DECISION PKGS. 2023-24	DEPT. REQUEST 2023-24	CITY MANAGER 2023-24	CHANGES FROM REQUEST 2023-24
<b>PUBLIC SERVICES</b>									
<b>Code Compliance</b>									
Personal Services	\$ 107,714	\$ 122,788	\$ 119,591	\$ (3,197)	\$ 126,408	\$ -	\$ 126,408	\$ 129,009	\$ 2,601
Supplies & Materials	3,717	4,740	4,740	-	4,740	-	4,740	4,420	(320)
Contractual Services	4,856	6,748	6,700	(48)	6,700	-	6,700	6,700	-
Repair & Maintenance	608	640	640	-	640	-	640	640	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 116,895</b>	<b>\$ 134,916</b>	<b>\$ 131,671</b>	<b>\$ (3,245)</b>	<b>\$ 138,488</b>	<b>\$ -</b>	<b>\$ 138,488</b>	<b>\$ 140,769</b>	<b>\$ 2,281</b>
<b>Management Services</b>									
Personal Services	\$ 212,586	\$ 225,073	\$ 225,069	\$ (4)	\$ 227,145	\$ -	\$ 227,145	\$ 233,118	\$ 5,973
Supplies & Materials	85	100	100	-	100	-	100	100	-
Contractual Services	20,383	20,658	20,658	-	20,658	-	20,658	20,658	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 233,055</b>	<b>\$ 245,831</b>	<b>\$ 245,827</b>	<b>\$ (4)</b>	<b>\$ 247,903</b>	<b>\$ -</b>	<b>\$ 247,903</b>	<b>\$ 253,876</b>	<b>\$ 5,973</b>
<b>Public Works - Street Maint.</b>									
Personal Services	\$ 753,137	\$ 854,055	\$ 811,052	\$ (43,003)	\$ 872,830	\$ -	\$ 872,830	\$ 891,494	\$ 18,664
Supplies & Materials	52,359	52,377	52,377	-	52,377	-	52,377	52,377	-
Contractual Services	198,503	217,071	217,735	664	217,588	-	217,588	217,588	-
Repair & Maintenance	1,376,583	3,660,228	3,661,524	1,296	2,542,600	-	2,542,600	3,636,300	1,093,700
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 2,380,581</b>	<b>\$ 4,783,731</b>	<b>\$ 4,742,688</b>	<b>\$ (41,043)</b>	<b>\$ 3,685,395</b>	<b>\$ -</b>	<b>\$ 3,685,395</b>	<b>\$ 4,797,759</b>	<b>\$ 1,112,364</b>
<b>Park Maintenance</b>									
Personal Services	\$ 779,695	\$ 862,381	\$ 867,734	\$ 5,353	\$ 838,571	\$ -	\$ 838,571	\$ 857,386	\$ 18,815
Supplies & Materials	34,363	38,300	32,805	(5,495)	32,800	-	32,800	32,800	-
Contractual Services	153,337	142,150	142,150	-	142,150	-	142,150	142,150	-
Repair & Maintenance	51,297	54,400	54,400	-	54,400	-	54,400	54,400	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 1,018,692</b>	<b>\$ 1,097,231</b>	<b>\$ 1,097,089</b>	<b>\$ (142)</b>	<b>\$ 1,067,921</b>	<b>\$ -</b>	<b>\$ 1,067,921</b>	<b>\$ 1,086,736</b>	<b>\$ 18,815</b>
<b>Support Services- Fleet Maint.</b>									
Personal Services	\$ 227,498	\$ 251,914	\$ 247,180	\$ (4,734)	\$ 254,500	\$ -	\$ 254,500	\$ 260,265	\$ 5,765
Supplies & Materials	22,110	23,550	23,502	(48)	23,550	-	23,550	23,550	-
Contractual Services	13,264	12,695	23,528	10,833	17,520	-	17,520	17,520	-
Repair & Maintenance	4,182	5,950	5,950	-	5,950	-	5,950	5,950	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 267,054</b>	<b>\$ 294,109</b>	<b>\$ 300,160</b>	<b>\$ 6,051</b>	<b>\$ 301,520</b>	<b>\$ -</b>	<b>\$ 301,520</b>	<b>\$ 307,285</b>	<b>\$ 5,765</b>



**CITY OF BENBROOK**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2023-24 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2021-22	BUDGET 2022-23	12 MONTHS ESTIMATE 2022-23	BUDGET VERSUS ESTIMATE	BASE BUDGET 2023-24	DECISION PKGS. 2023-24	DEPT. REQUEST 2023-24	CITY MANAGER 2023-24	CHANGES FROM REQUEST 2023-24
<b>Support Services - Building Maint.</b>									
Personal Services	\$ 201,357	\$ 214,086	\$ 209,632	\$ (4,454)	\$ 216,518	\$ -	\$ 216,518	\$ 221,639	\$ 5,121
Supplies & Materials	12,869	18,675	18,675	-	18,675	-	18,675	18,675	-
Contractual Services	22,161	24,000	24,000	-	24,000	-	24,000	24,000	-
Repair & Maintenance	29,303	40,586	40,086	(500)	40,200	-	40,200	40,200	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 265,689</b>	<b>\$ 297,347</b>	<b>\$ 292,393</b>	<b>\$ (4,954)</b>	<b>\$ 299,393</b>	<b>\$ -</b>	<b>\$ 299,393</b>	<b>\$ 304,514</b>	<b>\$ 5,121</b>
<b>Engineering</b>									
Personal Services	\$ 317,014	\$ 300,060	\$ 295,646	\$ (4,414)	\$ 307,763	\$ -	\$ 307,763	\$ 315,628	\$ 7,865
Supplies & Materials	4,410	3,200	3,200	-	3,200	-	3,200	3,200	-
Contractual Services	6,404	8,580	8,580	-	8,580	-	8,580	8,580	-
Repair & Maintenance	15	500	500	-	500	-	500	500	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 327,843</b>	<b>\$ 312,340</b>	<b>\$ 307,926</b>	<b>\$ (4,414)</b>	<b>\$ 320,043</b>	<b>\$ -</b>	<b>\$ 320,043</b>	<b>\$ 327,908</b>	<b>\$ 7,865</b>
<b>PUBLIC SERVICES</b>									
Personal Services	\$ 2,599,000	\$ 2,830,357	\$ 2,775,904	\$ (54,453)	\$ 2,843,735	\$ -	\$ 2,843,735	\$ 2,908,539	\$ 64,804
Supplies & Materials	129,913	140,942	135,399	(5,543)	135,442	-	135,442	135,122	(320)
Contractual Services	418,908	431,902	443,351	11,449	437,196	-	437,196	437,196	-
Repair & Maintenance	1,461,988	3,762,304	3,763,100	796	2,644,290	-	2,644,290	3,737,990	1,093,700
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 4,609,810</b>	<b>\$ 7,165,505</b>	<b>\$ 7,117,754</b>	<b>\$ (47,751)</b>	<b>\$ 6,060,663</b>	<b>\$ -</b>	<b>\$ 6,060,663</b>	<b>\$ 7,218,847</b>	<b>\$ 1,158,184</b>

**CITY OF BENBROOK**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2023-24 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2021-22	BUDGET 2022-23	12 MONTHS ESTIMATE 2022-23	BUDGET VERSUS ESTIMATE	BASE BUDGET 2023-24	DECISION PKGS. 2023-24	DEPT. REQUEST 2023-24	CITY MANAGER 2023-24	CHANGES FROM REQUEST 2023-24
<b>COMMUNITY DEVELOPMENT</b>									
<b>Management Services</b>									
Personal Services	\$ 245,275	\$ 263,295	\$ 260,081	\$ (3,214)	\$ 265,521	\$ -	\$ 265,521	\$ 272,100	\$ 6,579
Supplies & Materials	-	500	-	(500)	500	-	500	500	-
Contractual Services	7,871	14,095	6,745	(7,350)	10,845	-	10,845	10,845	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 253,146</b>	<b>\$ 277,890</b>	<b>\$ 266,826</b>	<b>\$ (11,064)</b>	<b>\$ 276,866</b>	<b>\$ -</b>	<b>\$ 276,866</b>	<b>\$ 283,445</b>	<b>\$ 6,579</b>
<b>Planning</b>									
Personal Services	\$ 242,181	\$ 268,069	\$ 263,982	\$ (4,087)	\$ 247,594	\$ -	\$ 247,594	\$ 253,653	\$ 6,059
Supplies & Materials	203	500	500	-	500	-	500	500	-
Contractual Services	3,544	9,100	7,385	(1,715)	9,100	-	9,100	9,100	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 245,928</b>	<b>\$ 277,669</b>	<b>\$ 271,867</b>	<b>\$ (5,802)</b>	<b>\$ 257,194</b>	<b>\$ -</b>	<b>\$ 257,194</b>	<b>\$ 263,253</b>	<b>\$ 6,059</b>
<b>Inspections</b>									
Personal Services	\$ 313,279	\$ 343,789	\$ 339,203	\$ (4,586)	\$ 356,787	\$ -	\$ 356,787	\$ 365,436	\$ 8,649
Supplies & Materials	4,451	5,000	5,000	-	5,000	-	5,000	5,000	-
Contractual Services	2,704	8,001	5,285	(2,716)	4,676	-	4,676	4,676	-
Repair & Maintenance	611	500	500	-	1,700	-	1,700	1,700	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 321,046</b>	<b>\$ 357,290</b>	<b>\$ 349,988</b>	<b>\$ (7,302)</b>	<b>\$ 368,163</b>	<b>\$ -</b>	<b>\$ 368,163</b>	<b>\$ 376,812</b>	<b>\$ 8,649</b>
<b>COMMUNITY DEVELOPMENT</b>									
<b>Personal Services</b>	<b>\$ 800,736</b>	<b>\$ 875,153</b>	<b>\$ 863,266</b>	<b>\$ (11,887)</b>	<b>\$ 869,902</b>	<b>\$ -</b>	<b>\$ 869,902</b>	<b>\$ 891,189</b>	<b>\$ 21,287</b>
<b>Supplies &amp; Materials</b>	<b>4,655</b>	<b>6,000</b>	<b>5,500</b>	<b>(500)</b>	<b>6,000</b>	<b>-</b>	<b>6,000</b>	<b>6,000</b>	<b>-</b>
<b>Contractual Services</b>	<b>14,119</b>	<b>31,196</b>	<b>19,415</b>	<b>(11,781)</b>	<b>24,621</b>	<b>-</b>	<b>24,621</b>	<b>24,621</b>	<b>-</b>
<b>Repair &amp; Maintenance</b>	<b>611</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>1,700</b>	<b>-</b>	<b>1,700</b>	<b>1,700</b>	<b>-</b>
<b>Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>\$ 820,121</b>	<b>\$ 912,849</b>	<b>\$ 888,681</b>	<b>\$ (24,168)</b>	<b>\$ 902,223</b>	<b>\$ -</b>	<b>\$ 902,223</b>	<b>\$ 923,510</b>	<b>\$ 21,287</b>

**CITY OF BENBROOK**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2023-24 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2021-22	BUDGET 2022-23	12 MONTHS ESTIMATE 2022-23	BUDGET VERSUS ESTIMATE	BASE BUDGET 2023-24	DECISION PKGS. 2023-24	DEPT. REQUEST 2023-24	CITY MANAGER 2023-24	CHANGES FROM REQUEST 2023-24
<b>YEAR-ENDING ADJUSTMENTS</b>									
Audit Adjustments	-	-	-	-	-	-	-	-	-
<b>YEAR-ENDING ADJUSTMENTS</b>	-	-	-	-	-	-	-	-	-
<b>GENERAL FUND</b>									
Personal Services	\$ 13,600,697	\$ 17,029,733	\$ 13,926,420	\$ (3,103,313)	\$ 17,236,177	\$ 67,884	\$ 17,304,061	\$ 17,709,956	\$ 405,895
Supplies & Materials	741,545	857,996	829,863	(28,133)	875,024	400	875,424	870,752	(4,672)
Contractual Services	2,700,961	2,851,978	2,910,223	58,245	1,527,655	250	1,527,905	1,522,905	(5,000)
Repair & Maintenance	1,634,656	3,953,696	3,957,191	3,495	2,845,790	-	2,845,790	3,934,190	1,088,400
Capital Outlay	154,204	148,440	171,866	23,426	199,840	-	199,840	199,840	-
Audit Adjustments	-	-	-	-	-	-	-	-	-
<b>SUB-TOTAL GENERAL FUND</b>	<b>\$ 18,832,063</b>	<b>\$ 24,841,843</b>	<b>\$ 21,795,563</b>	<b>\$ (3,046,280)</b>	<b>\$ 22,684,486</b>	<b>\$ 68,534</b>	<b>\$ 22,753,020</b>	<b>\$ 24,237,643</b>	<b>\$ 1,484,623</b>
<b>TRANSFERS</b>									
Transfer to Capital Facilities Fund	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 50,000	\$ -
Transfer to Asset Replacement Fund	300,000	250,000	250,000	-	250,000	-	250,000	250,000	-
Street Overlay Program Expansion	-	-	-	-	-	-	-	-	-
<b>TOTAL TRANSFERS</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>
<b>SPECIAL PROJECTS</b>									
Animal Shelter Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Clear Fork Emergencyl Bridge Project	-	-	-	-	-	-	-	-	-
Wall Repairs	-	-	-	-	-	-	-	-	-
<b>TOTAL SPECIAL PROJECTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>GENERAL FUND</b>									
Personal Services	\$ 13,600,697	\$ 17,029,733	\$ 13,926,420	\$ (3,103,313)	\$ 17,236,177	\$ 67,884	\$ 17,304,061	\$ 17,709,956	\$ 405,895
Supplies & Materials	741,545	857,996	829,863	(28,133)	875,024	400	875,424	870,752	(4,672)
Contractual Services	2,700,961	2,851,978	2,910,223	58,245	1,527,655	250	1,527,905	1,522,905	(5,000)
Repair & Maintenance	1,634,656	3,953,696	3,957,191	3,495	2,845,790	-	2,845,790	3,934,190	1,088,400
Capital Outlay	154,204	148,440	171,866	23,426	199,840	-	199,840	199,840	-
Audit Adjustments	-	-	-	-	-	-	-	-	-
Transfers	300,000	300,000	300,000	-	300,000	-	300,000	300,000	-
Special Projects	-	-	-	-	-	-	-	-	-
<b>TOTAL GENERAL FUND</b>	<b>\$ 19,132,063</b>	<b>\$ 25,141,843</b>	<b>\$ 22,095,563</b>	<b>\$ (3,046,280)</b>	<b>\$ 22,984,486</b>	<b>\$ 68,534</b>	<b>\$ 23,053,020</b>	<b>\$ 24,537,643</b>	<b>\$ 1,484,623</b>

**CITY OF BENBROOK**  
**EXPENDITURE SUMMARY BY DIVISION**  
**FY 2023-24 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2021-22	BUDGET 2022-23	12 MONTHS ESTIMATE 2022-23	BUDGET VERSUS ESTIMATE	BASE BUDGET 2023-24	DECISION PKGS. 2023-24	DEPT. REQUEST 2023-24	CITY MANAGER 2023-24	CHANGES FROM REQUEST 2023-24
<b>DEBT SERVICE FUND</b>									
<b>PRINCIPAL</b>									
GO Bonds - 2013 Series	\$ 245,000	\$ 245,000	\$ 245,000	\$ -	\$ 255,000	\$ -	\$ 255,000	\$ 255,000	\$ -
GO Bonds - 2011 Refunding	770,000	-	-	-	-	-	-	-	-
GO Bonds - 2005 Refunding	-	-	-	-	-	-	-	-	-
GO Bonds - 2021 Series	-	-	-	-	630,000	-	630,000	630,000	-
OTHER FUNDS	355,000	60,000	60,000	-	65,000	-	65,000	65,000	-
<b>TOTAL PRINCIPAL</b>	<b>\$ 1,370,000</b>	<b>\$ 305,000</b>	<b>\$ 305,000</b>	<b>\$ -</b>	<b>\$ 950,000</b>	<b>\$ -</b>	<b>\$ 950,000</b>	<b>\$ 950,000</b>	<b>\$ -</b>
<b>INTEREST</b>									
GO Bonds - 2013 Series	\$ 19,327	\$ 13,961	\$ 13,961	\$ -	\$ 8,486	\$ -	\$ 8,486	\$ 8,486	\$ -
GO Bonds - 2011 Refunding	11,281	-	-	-	-	-	-	-	-
GO Bonds - 2005 Refunding	-	-	-	-	-	-	-	-	-
GO Bonds - 2021 Series	487,395	572,944	572,944	-	560,344	-	560,344	560,344	-
OTHER FUNDS	17,534	12,524	12,524	-	9,999	-	9,999	9,999	-
Bond Issuance Cost	-	-	-	-	-	-	-	-	-
<b>TOTAL INTEREST</b>	<b>\$ 535,537</b>	<b>\$ 599,429</b>	<b>\$ 599,429</b>	<b>\$ -</b>	<b>\$ 578,829</b>	<b>\$ -</b>	<b>\$ 578,829</b>	<b>\$ 578,829</b>	<b>\$ -</b>
Fiscal Charges	3,800	3,800	3,800	-	3,800	-	3,800	3,800	-
<b>TOTAL DEBT SERVICE FUND</b>	<b>\$ 1,909,337</b>	<b>\$ 908,229</b>	<b>\$ 908,229</b>	<b>\$ -</b>	<b>\$ 1,532,629</b>	<b>\$ -</b>	<b>\$ 1,532,629</b>	<b>\$ 1,532,629</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 21,041,400</b>	<b>\$ 26,050,072</b>	<b>\$ 23,003,792</b>	<b>\$ (3,046,280)</b>	<b>\$ 24,517,115</b>	<b>\$ 68,534</b>	<b>\$ 24,585,649</b>	<b>\$ 26,070,272</b>	<b>\$ 1,484,623</b>



**SECTION FIVE  
BUDGET REQUEST CHANGES  
AND DIVISION SUMMARIES**

The Schedule of Changes Made to Budget Requests is a summary of the division requests, City Manager changes, and City Council requests.

The Division Summary forms, provided for each General Fund Activity, summarize expenditures and positions on an actual basis for FY 2021-22; on a budget and estimated twelve-month basis for FY 2022-23; and on a base budget, decision package, and total request basis for FY 2023-24. The FY 2023-24 Proposed Budget recommendations are also summarized at this level of detail as well as a reconciliation of the Proposed Budget changes from the Department's Total Request (base budget plus decision packages). The box in the bottom right of the form lists all decision packages and classifies each package in two categories: (1) Funded and (2) Not Funded.

**CITY OF BENBROOK**  
**FY 2023-24 PROPOSED BUDGET**  
**SCHEDULE OF CHANGES MADE TO BUDGET REQUESTS**  
**SEPTEMBER 7, 2023**

			FUNDED BY				CHANGE FROM REQUEST
DIVISION	DESCRIPTION	AMOUNT REQUESTED	GENERAL FUND	ASSET REPLACEMENT FUND	IT/FACILITIES FUND	PARKS FUND	
City Council Requests	Increase Street Overlay Project	\$ 850,000	\$ 850,000	\$ -	\$ -	\$ -	\$ -
City Manager	Account Level 3.0% COLA	\$ -	\$ 11,230	\$ -	\$ -	\$ -	\$ 11,230
City Secretary	Account Level 3.0% COLA	\$ -	\$ 10,740	\$ -	\$ -	\$ -	\$ 10,740
Non-Departmental	Account Level	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Finance	Account Level 3.0% COLA	\$ -	\$ 11,204	\$ -	\$ -	\$ -	\$ 11,204
Information Technology	Account Level 3.0% COLA	\$ -	\$ 8,220	\$ -	\$ -	\$ -	\$ 8,220
Personnel	Account Level	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police - Management Services	Account Level 3.0% COLA	\$ -	\$ 8,865	\$ -	\$ -	\$ -	\$ 8,865
		-	-	-	-	-	-
		\$ -	\$ 8,865	\$ -	\$ -	\$ -	\$ 8,865
Police - Communications/Records	Account Level 3.0% COLA	\$ -	\$ 26,575	\$ -	\$ -	\$ -	\$ 26,575
		-	-	-	-	-	-
		\$ -	\$ 26,575	\$ -	\$ -	\$ -	\$ 26,575

**CITY OF BENBROOK**  
**FY 2023-24 PROPOSED BUDGET**  
**SCHEDULE OF CHANGES MADE TO BUDGET REQUESTS**  
**SEPTEMBER 7, 2023**

DIVISION	DESCRIPTION	AMOUNT REQUESTED	FUNDED BY				CHANGE FROM REQUEST
			GENERAL FUND	ASSET REPLACEMENT FUND	IT/FACILITIES FUND	PARKS FUND	
<b>Police - Patrol</b>	<b>Account Level</b>						
	3.0% COLA	\$ -	\$ 103,995	\$ -	\$ -	\$ -	\$ 103,995
	Reduction in Maintenance	1,500	1,000				(500)
	Reduction in Travel Expenses	5,000	-	-	-	-	(5,000)
		<u>\$ 6,500</u>	<u>\$ 104,995</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 98,495</u>
<b>Police - CIS</b>	<b>Account Level</b>						
	3.0% COLA	\$ -	\$ 28,419	\$ -	\$ -	\$ -	\$ 28,419
	Reduction in Motor Vehicle Supplies	12,852	12,000				(852)
	Reduction in Minor Equipment	4,000	3,500	-	-	-	(500)
		<u>\$ 16,852</u>	<u>\$ 43,919</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 27,067</u>
<b>Police - Crime Prevention</b>	<b>Account Level</b>						
	3.0% COLA	\$ -	\$ 3,442	\$ -	\$ -	\$ -	\$ 3,442
		-	-	-	-	-	-
		<u>\$ -</u>	<u>\$ 3,442</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,442</u>
<b>Police - Animal Control</b>	<b>Account Level</b>						
	3.0% COLA	\$ -	\$ 2,532	\$ -	\$ -	\$ -	\$ 2,532
	Upgrade Part time Animal Control to Full time	68,534	68,534				-
	Reduction in Maintenance Buildings	800	-	-	-	-	(800)
		<u>\$ 69,334</u>	<u>\$ 71,066</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,732</u>
<b>Fire - Fighting</b>	<b>Account Level</b>						
	3.0% COLA	\$ -	\$ 99,165	\$ -	\$ -	\$ -	\$ 99,165
	Reduction in Motor Vehicle Maintenance	22,000	20,000				(2,000)
	Reduction in Radio Equipment Maintenance	22,000	20,000	-	-	-	(2,000)
		<u>\$ 44,000</u>	<u>\$ 139,165</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 95,165</u>
<b>Fire - EMS</b>	<b>Account Level</b>						
	Reduction in Motor Vehicle Supplies	\$ 27,000	\$ 25,000	\$ -	\$ -	\$ -	\$ (2,000)
	Reduction in Minor Equipment	15,000	14,000	-	-	-	(1,000)
		<u>\$ 42,000</u>	<u>\$ 39,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (3,000)</u>



**CITY OF BENBROOK**  
**FY 2023-24 PROPOSED BUDGET**  
**SCHEDULE OF CHANGES MADE TO BUDGET REQUESTS**  
**SEPTEMBER 7, 2023**

DIVISION	DESCRIPTION	AMOUNT REQUESTED	FUNDED BY				CHANGE FROM REQUEST
			GENERAL FUND	ASSET REPLACEMENT FUND	IT/FACILITIES FUND	PARKS FUND	
<b>Municipal Court</b>	<b>Account Level</b> 3.0% COLA	\$ -	\$ 5,417	\$ -	\$ -	\$ -	\$ 5,417
<b>Code Compliance</b>	<b>Account Level</b> 3.0% COLA Reduction in Motor Vehicle Supplies	\$ - 4,320 \$ 4,320	\$ 2,601 4,000 \$ 6,601	\$ - - \$ -	\$ - - \$ -	\$ - - \$ -	\$ 2,601 (320) \$ 2,281
<b>Public Services</b>	<b>Account Level</b> 3.0% COLA	\$ -	\$ 5,973	\$ -	\$ -	\$ -	\$ 5,973
<b>Street Maintenance</b>	<b>Account Level</b> 3.0% COLA Reduction in Overtime Reduction in Heavy Equipment Maintenance Increase in Concrete Repair	\$ - 4,000 26,300 250,000 \$ 280,300	\$ 19,664 3,000 20,000 500,000 \$ 542,664	\$ - - - - \$ -	\$ - - - - \$ -	\$ - - - - \$ -	\$ 19,664 (1,000) (6,300) 250,000 \$ 262,364
<b>Parks Maintenance</b>	<b>Account Level</b> 3.0% COLA	\$ - - \$ -	\$ 18,815 - \$ 18,815	\$ - - \$ -	\$ - - \$ -	\$ - - \$ -	\$ 18,815 - \$ 18,815
<b>Fleet Maintenance</b>	<b>Account Level</b> 3.0% COLA	\$ - - \$ -	\$ 5,765 - \$ 5,765	\$ - - \$ -	\$ - - \$ -	\$ - - \$ -	\$ 5,765 - \$ 5,765
<b>Building Maintenance</b>	<b>Account Level</b> 3.0% COLA	\$ - - \$ -	\$ 5,121 - \$ 5,121	\$ - - \$ -	\$ - - \$ -	\$ - - \$ -	\$ 5,121 - \$ 5,121

**CITY OF BENBROOK**  
**FY 2023-24 PROPOSED BUDGET**  
**SCHEDULE OF CHANGES MADE TO BUDGET REQUESTS**  
**SEPTEMBER 7, 2023**

			FUNDED BY				
DIVISION	DESCRIPTION	AMOUNT REQUESTED	GENERAL FUND	ASSET REPLACEMENT FUND	IT/FACILITIES FUND	PARKS FUND	CHANGE FROM REQUEST
Community Development	3.0% COLA	Account Level					
		\$ -	\$ 6,579	\$ -	\$ -	\$ -	\$ 6,579
		-	-	-	-	-	-
		\$ -	\$ 6,579	\$ -	\$ -	\$ -	\$ 6,579
Planning and Zoning	3.0% COLA	Account Level					
		\$ -	\$ 6,059	\$ -	\$ -	\$ -	\$ 6,059
		-	-	-	-	-	-
Inspections	3.0% COLA	Account Level					
		\$ -	\$ 8,649	\$ -	\$ -	\$ -	\$ 8,649
		-	-	-	-	-	-
		\$ -	\$ 8,649	\$ -	\$ -	\$ -	\$ 8,649
Engineering	3.0% COLA	Account Level					
		\$ -	\$ 7,865	\$ -	\$ -	\$ -	\$ 7,865
		-	-	-	-	-	-
		\$ -	\$ 7,865	\$ -	\$ -	\$ -	\$ 7,865

CITY OF BENBROOK  
FY 2023-24 PROPOSED BUDGET  
SCHEDULE OF CHANGES MADE TO BUDGET REQUESTS  
SEPTEMBER 7, 2023

			FUNDED BY				
DIVISION	DESCRIPTION	AMOUNT REQUESTED	GENERAL FUND	ASSET REPLACEMENT FUND	IT/FACILITIES FUND	PARKS FUND	CHANGE FROM REQUEST
TOTAL REQUESTED, FUNDED, AND CHANGES FROM REQUESTS		\$ 1,313,306	\$ 1,947,929	\$ -	\$ -	\$ -	\$ 634,623
SUMMARIES:							
TOTAL CITY COUNCIL REQUESTS FUNDED BY GENERAL FUND		\$ 850,000 850,000					
TOTAL ACCOUNT LEVEL CHANGES		\$ 634,623					
DEPT. DECISION PACKET REQUESTS FUNDED BY GENERAL FUND		\$ 68,534 68,534					
CHANGE FROM REQUESTS		\$ -					



DIVISION SUMMARY

PROPOSED BUDGET

Function  
GENERAL GOVERNMENT

Department  
CITY COUNCIL

Division  
CITY COUNCIL

Account  
01-11-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 8,635	\$ 9,051	\$ 8,620	\$ 9,051	\$ -	\$ 9,051	\$ 9,051	\$ -
5100	Supplies & Materials	203	750	500	750	-	750	750	-
5200	Contractual Services	6,358	10,010	6,410	10,010	-	10,010	10,010	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 15,196	\$ 19,811	\$ 15,530	\$ 19,811	\$ -	\$ 19,811	\$ 19,811	\$ -

BUDGETED FTE POSITIONS	3.5	3.5	3.5	3.5	-	3.5	3.5	-
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EXPLANATION OF CHANGES FROM REQUEST		
CITY MANAGER CHANGES		
• None	\$	-
CITY COUNCIL CHANGES		
• None	\$	-
TOTAL CHANGES	\$	-

SUMMARY OF DECISION PACKAGES		
FUNDED		
• None	\$	-
NOT FUNDED		
• None	\$	-
TOTAL DECISION PACKAGES	\$	-

FTE - Full Time Equivalent  
Includes seven part time Mayor and Council positions.

DIVISION SUMMARY

PROPOSED BUDGET

Function

Department

Division

Account

GENERAL GOVERNMENT

CITY MANAGER

CITY MANAGER

01-12-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 405,707	\$ 435,653	\$ 429,233	\$ 439,543	\$ -	\$ 439,543	\$ 450,773	\$ 11,230
5100	Supplies & Materials	-	150	150	150	-	150	150	-
5200	Contractual Services	1,403	4,140	2,300	4,140	-	4,140	4,140	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	150	-	-	-	-	-
TOTAL EXPENDITURES		\$ 407,109	\$ 439,943	\$ 431,833	\$ 443,833	\$ -	\$ 443,833	\$ 455,063	\$ 11,230

BUDGETED FTE POSITIONS	2.0	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST			SUMMARY OF DECISION PACKAGES		
CITY MANAGER CHANGES			FUNDED		
• 3.0% COLA	\$	11,230	• None	\$	-
CITY COUNCIL CHANGES			NOT FUNDED		
• None	\$	-	• None	\$	-
TOTAL CHANGES		\$ 11,230	TOTAL DECISION PACKAGES		\$ -

DIVISION SUMMARY

PROPOSED BUDGET

Function

Department

Division

Account

GENERAL GOVERNMENT

CITY SECRETARY

CITY SECRETARY

01-13-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 397,286	\$ 437,918	\$ 427,275	\$ 442,194	\$ -	\$ 442,194	\$ 452,934	\$ 10,740
5100	Supplies & Materials	1,071	1,500	1,500	1,500	-	1,500	1,500	-
5200	Contractual Services	20,148	42,800	19,880	42,300	-	42,300	42,300	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 418,505	\$ 482,218	\$ 448,655	\$ 485,994	\$ -	\$ 485,994	\$ 496,734	\$ 10,740

BUDGETED FTE POSITIONS	3.0	3.0	3.0	3.0	-	3.0	3.0	-
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EXPLANATION OF CHANGES FROM REQUEST		
CITY MANAGER CHANGES		
• 3.0% COLA	\$	10,740
CITY COUNCIL CHANGES		
• None	\$	-
TOTAL CHANGES	\$	10,740

SUMMARY OF DECISION PACKAGES		
FUNDED		
• None	\$	-
NOT FUNDED		
• None	\$	-
TOTAL DECISION PACKAGES	\$	-

DIVISION SUMMARY

PROPOSED BUDGET

Function

Department

Division

Account

GENERAL GOVERNMENT

NON-DEPARTMENTAL

NON-DEPARTMENTAL

01-15-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 32,681	\$ 32,495	\$ 37,001	\$ 34,495	\$ -	\$ 34,495	\$ 34,495	\$ -
5100	Supplies & Materials	17,940	19,125	18,800	22,000	-	22,000	22,000	-
5200	Contractual Services	1,766,052	1,832,865	1,915,963	463,650	-	463,650	463,650	-
5300	Repair & Maintenance	11,001	1,500	1,000	1,500	-	1,500	1,500	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 1,827,674	\$ 1,885,985	\$ 1,972,764	\$ 521,645	\$ -	\$ 521,645	\$ 521,645	\$ -

BUDGETED FTE POSITIONS	1.0	1.0	1.0	1.0	-	1.0	1.0	-
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EXPLANATION OF CHANGES FROM REQUEST			SUMMARY OF DECISION PACKAGES		
CITY MANAGER CHANGES			FUNDED		
• None	\$	-	• None	\$	-
CITY COUNCIL CHANGES			NOT FUNDED		
• None	\$	-	• None	\$	-
TOTAL CHANGES		\$ -	TOTAL DECISION PACKAGES		\$ -

FTE - Full Time Equivalent  
includes a part time Senior Center Director and part time Coordinator.



DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
STAFF SERVICES	FINANCE	FINANCE	01-21-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 417,705	\$ 454,278	\$ 451,759	\$ 446,411	\$ -	\$ 446,411	\$ 457,615	\$ 11,204
5100	Supplies & Materials	1,183	2,400	1,900	2,500	-	2,500	2,500	-
5200	Contractual Services	149,741	152,000	156,369	160,950	-	160,950	160,950	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 568,629	\$ 608,678	\$ 610,028	\$ 609,861	\$ -	\$ 609,861	\$ 621,065	\$ 11,204

BUDGETED FTE POSITIONS	3.0	3.0	3.0	3.0	-	3.0	3.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• 3.0% COLA	\$ 11,204
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CITY COUNCIL CHANGES

• None	\$ -
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TOTAL CHANGES	\$ 11,204
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SUMMARY OF DECISION PACKAGES

FUNDED

• None	\$ -
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NOT FUNDED

• None	\$ -
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TOTAL DECISION PACKAGES	\$ -
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DIVISION SUMMARY

Function

STAFF SERVICES

Department

INFORMATION TECH.

Division

INFORMATION TECH.

PROPOSED BUDGET

Account

01-23-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 286,971	\$ 316,568	\$ 312,154	\$ 319,670	\$ -	\$ 319,670	\$ 327,890	\$ 8,220
5100	Supplies & Materials	243,050	297,954	297,954	336,455	-	336,455	336,455	-
5200	Contractual Services	25,893	25,150	25,150	40,218	-	40,218	40,218	-
5300	Repair & Maintenance	14,024	14,400	14,400	12,000	-	12,000	12,000	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 569,938	\$ 654,072	\$ 649,658	\$ 708,343	\$ -	\$ 708,343	\$ 716,563	\$ 8,220

BUDGETED FTE POSITIONS	2.0	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST			SUMMARY OF DECISION PACKAGES		
CITY MANAGER CHANGES			FUNDED		
• 3.0% COLA	\$	8,220	• None	\$	-
CITY COUNCIL CHANGES			NOT FUNDED		
• None	\$	-	• None	\$	-
TOTAL CHANGES		\$ 8,220	TOTAL DECISION PACKAGES		\$ -

DIVISION SUMMARY

PROPOSED BUDGET

Function

Department

Division

Account

STAFF SERVICES

PERSONNEL

PERSONNEL

01-24-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5100	Supplies & Materials	-	-	-	-	-	-	-	-
5200	Contractual Services	35,467	55,500	43,000	55,500	-	55,500	55,500	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 35,467	\$ 55,500	\$ 43,000	\$ 55,500	\$ -	\$ 55,500	\$ 55,500	\$ -

BUDGETED FTE POSITIONS	-	-	-	-	-	-	-	-	-
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EXPLANATION OF CHANGES FROM REQUEST	
CITY MANAGER CHANGES	
• None	\$ -
CITY COUNCIL CHANGES	
• None	\$ -
TOTAL CHANGES	\$ -

SUMMARY OF DECISION PACKAGES	
FUNDED	
• None	\$ -
NOT FUNDED	
• None	\$ -
TOTAL DECISION PACKAGES	\$ -

DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SAFETY	POLICE	MANAGEMENT SERVICES	01-31-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 407,677	\$ 436,098	\$ 427,548	\$ 413,883	\$ -	\$ 413,883	\$ 422,748	\$ 8,865
5100	Supplies & Materials	1,288	1,200	1,200	1,200	-	1,200	1,200	-
5200	Contractual Services	1,125	1,300	1,300	1,300	-	1,300	1,300	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 410,090	\$ 438,598	\$ 430,048	\$ 416,383	\$ -	\$ 416,383	\$ 425,248	\$ 8,865

BUDGETED FTE POSITIONS	7.0	7.0	7.0	7.0	-	7.0	7.0	-
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EXPLANATION OF CHANGES FROM REQUEST			SUMMARY OF DECISION PACKAGES		
CITY MANAGER CHANGES			FUNDED		
• 3.0% COLA	\$	8,865	• None	\$	-
CITY COUNCIL CHANGES			NOT FUNDED		
• None	\$	-	• None	\$	-
TOTAL CHANGES		\$ 8,865	TOTAL DECISION PACKAGES		\$ -

FTE - Full Time Equivalent  
Includes ten part time School Crossing Guards

DIVISION SUMMARY

PROPOSED BUDGET

Function

Department

Division

Account

PUBLIC SAFETY

POLICE

COMMUNICATION/RECORDS

01-31-02

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 865,212	\$ 1,121,294	\$ 1,090,903	\$ 1,126,903	\$ -	\$ 1,126,903	\$ 1,153,478	\$ 26,575
5100	Supplies & Materials	4,391	3,800	4,400	4,000	-	4,000	4,000	-
5200	Contractual Services	23,398	23,565	26,700	26,950	-	26,950	26,950	-
5300	Repair & Maintenance	261	500	4,978	5,500	-	5,500	5,500	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 893,262	\$ 1,149,159	\$ 1,126,981	\$ 1,163,353	\$ -	\$ 1,163,353	\$ 1,189,928	\$ 26,575

BUDGETED FTE POSITIONS	10.0	10.0	10.0	10.0	-	10.0	10.0	-
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EXPLANATION OF CHANGES FROM REQUEST			SUMMARY OF DECISION PACKAGES		
CITY MANAGER CHANGES			FUNDED		
• 3.0% COLA	\$	26,575	• None	\$	-
CITY COUNCIL CHANGES			NOT FUNDED		
• None	\$	-	• None	\$	-
TOTAL CHANGES		\$ 26,575	TOTAL DECISION PACKAGES		\$ -

DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SAFETY	POLICE	PATROL	01-31-03

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 3,751,334	\$ 4,317,616	\$ 4,276,434	\$ 4,442,068	\$ -	\$ 4,442,068	\$ 4,546,063	\$ 103,995
5100	Supplies & Materials	140,442	153,700	129,520	130,200	-	130,200	130,200	-
5200	Contractual Services	19,993	27,900	29,800	29,400	-	29,400	24,400	(5,000)
5300	Repair & Maintenance	67,295	71,292	70,392	77,800	-	77,800	77,300	(500)
5400	Capital Outlay	135,500	148,440	171,716	199,840	-	199,840	199,840	-
TOTAL EXPENDITURES		\$ 4,114,564	\$ 4,718,948	\$ 4,677,862	\$ 4,879,308	\$ -	\$ 4,879,308	\$ 4,977,803	\$ 98,495

BUDGETED FTE POSITIONS	34.0	34.0	34.0	34.0	-	34.0	34.0	-
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EXPLANATION OF CHANGES FROM REQUEST		
CITY MANAGER CHANGES		
• 3.0% COLA	\$	103,995
• Reduction in Maintenance		(500)
• Reduction in Travel Expenses		(5,000)
CITY COUNCIL CHANGES		
• None	\$	-
TOTAL CHANGES	\$	98,495

SUMMARY OF DECISION PACKAGES		
FUNDED		
• None	\$	-
NOT FUNDED		
• None	\$	-
TOTAL DECISION PACKAGES	\$	-

FTE - Full Time Equivalent  
Includes two part time Police Reserve Officers.

DIVISION SUMMARY

PROPOSED BUDGET

Function  
PUBLIC SAFETY

Department  
POLICE

Division  
C.I.S.

Account  
01-31-04

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 957,583	\$ 1,144,532	\$ 1,139,263	\$ 1,167,962	\$ -	\$ 1,167,962	\$ 1,196,381	\$ 28,419
5100	Supplies & Materials	11,219	14,850	17,452	18,852	-	18,852	17,500	(1,352)
5200	Contractual Services	26,797	27,750	22,600	27,450	-	27,450	27,450	-
5300	Repair & Maintenance	2,075	2,000	2,000	2,000	-	2,000	2,000	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 997,674	\$ 1,189,132	\$ 1,181,315	\$ 1,216,264	\$ -	\$ 1,216,264	\$ 1,243,331	\$ 27,067

BUDGETED FTE POSITIONS	8.0	8.0	8.0	8.0	-	8.0	8.0	-
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EXPLANATION OF CHANGES FROM REQUEST		
CITY MANAGER CHANGES		
• 3.0% COLA	\$	28,419
• Reduction in Motor Vehicle Supplies		(852)
• Reduction in Minor Equipment		(500)
CITY COUNCIL CHANGES		
• None	\$	-
TOTAL CHANGES	\$	27,067

SUMMARY OF DECISION PACKAGES		
FUNDED		
• None	\$	-
NOT FUNDED		
• None	\$	-
TOTAL DECISION PACKAGES	\$	-

DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SAFETY	POLICE	CRIME PREVENTION	01-31-05

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 132,511	\$ 141,555	\$ 139,001	\$ 143,017	\$ -	\$ 143,017	\$ 146,459	\$ 3,442
5100	Supplies & Materials	817	1,150	1,150	1,050	-	1,050	1,050	-
5200	Contractual Services	140	600	600	500	-	500	500	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 133,469	\$ 143,305	\$ 140,751	\$ 144,567	\$ -	\$ 144,567	\$ 148,009	\$ 3,442

BUDGETED FTE POSITIONS	1.0	1.0	1.0	1.0	-	1.0	1.0	-
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EXPLANATION OF CHANGES FROM REQUEST		
CITY MANAGER CHANGES		
• 3.0% COLA	\$	3,442
CITY COUNCIL CHANGES		
• None	\$	-
TOTAL CHANGES	\$	3,442

SUMMARY OF DECISION PACKAGES		
FUNDED		
• None	\$	-
NOT FUNDED		
• None	\$	-
TOTAL DECISION PACKAGES	\$	-



DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SAFETY	POLICE	ANIMAL CONTROL	01-31-07

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 121,228	\$ 133,849	\$ 129,961	\$ 134,894	\$ 67,884	\$ 202,778	\$ 205,310	\$ 2,532
5100	Supplies & Materials	4,860	5,075	5,238	5,525	400	5,925	5,925	-
5200	Contractual Services	10,360	13,700	14,900	15,325	250	15,575	15,575	-
5300	Repair & Maintenance	265	1,600	1,100	1,400	-	1,400	600	(800)
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 136,713	\$ 154,224	\$ 151,199	\$ 157,144	\$ 68,534	\$ 225,678	\$ 227,410	\$ 1,732

BUDGETED FTE POSITIONS	1.5	1.5	1.5	1.5	0.5	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST		
CITY MANAGER CHANGES		
• 3.0% COLA	\$	2,532
• Reduction in Maintenance - Buildings		(800)
CITY COUNCIL CHANGES		
• None	\$	-
TOTAL CHANGES	\$	1,732

SUMMARY OF DECISION PACKAGES		
FUNDED		
• Upgrade PT Animal Control Officer to FT	\$	68,534
NOT FUNDED		
• None	\$	-
TOTAL DECISION PACKAGES	\$	68,534

FTE - Full Time Equivalent

DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SAFETY	FIRE	FIRE FIGHTING	01-32-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 2,166,464	\$ 4,064,790	\$ 1,164,186	\$ 4,121,402	\$ -	\$ 4,121,402	\$ 4,220,567	\$ 99,165
5100	Supplies & Materials	100,661	111,800	111,800	111,800	-	111,800	111,800	-
5200	Contractual Services	149,188	145,300	152,800	157,700	-	157,700	157,700	-
5300	Repair & Maintenance	49,093	73,800	73,800	73,800	-	73,800	69,800	(4,000)
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 2,465,407	\$ 4,395,690	\$ 1,502,586	\$ 4,464,702	\$ -	\$ 4,464,702	\$ 4,559,867	\$ 95,165

BUDGETED FTE POSITIONS	32.5	32.5	32.5	32.5	-	32.5	32.5	-
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EXPLANATION OF CHANGES FROM REQUEST	
CITY MANAGER CHANGES	
• 3.0% COLA	\$ 99,165
• Reduction in Motor Vehicle Maint.	(2,000)
• Reduction in Radio Equipment Maint.	(2,000)
CITY COUNCIL CHANGES	
• None	\$ -
TOTAL CHANGES	\$ 95,165

SUMMARY OF DECISION PACKAGES	
FUNDED	
• None	\$ -
NOT FUNDED	
• None	\$ -
TOTAL DECISION PACKAGES	\$ -

FTE - Full Time Equivalent  
Includes one part time Medical Director.

DIVISION SUMMARY

Function

PUBLIC SAFETY

Department

FIRE

Division

EMS

PROPOSED BUDGET

Account

01-32-02

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5100	Supplies & Materials	79,647	97,200	97,200	97,200	-	97,200	94,200	(3,000)
5200	Contractual Services	18,212	13,555	13,940	14,100	-	14,100	14,100	-
5300	Repair & Maintenance	28,041	25,800	25,800	25,800	-	25,800	25,800	-
5400	Capital Outlay	18,704	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 144,604	\$ 136,555	\$ 136,940	\$ 137,100	\$ -	\$ 137,100	\$ 134,100	\$ (3,000)

BUDGETED FTE POSITIONS	-	-	-	-	-	-	-	-	-
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EXPLANATION OF CHANGES FROM REQUEST			SUMMARY OF DECISION PACKAGES		
CITY MANAGER CHANGES			FUNDED		
• Reduction in Motor Vehicle Supplies	\$	(2,000)	• None		\$ -
• Reduction in Minor Equipment		(1,000)			
CITY COUNCIL CHANGES			NOT FUNDED		
• None	\$	-	• None		\$ -
TOTAL CHANGES		\$ (3,000)	TOTAL DECISION PACKAGES		\$ -

DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SAFETY	MUNICIPAL COURT	MUNICIPAL COURT	01-33-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 249,965	\$ 278,526	\$ 253,912	\$ 281,047	\$ -	\$ 281,047	\$ 286,464	\$ 5,417
5100	Supplies & Materials	206	400	200	400	-	400	400	-
5200	Contractual Services	13,661	12,745	15,745	16,345	-	16,345	16,345	-
5300	Repair & Maintenance	-	-	121	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 263,832	\$ 291,671	\$ 269,978	\$ 297,792	\$ -	\$ 297,792	\$ 303,209	\$ 5,417

BUDGETED FTE POSITIONS	3.5	3.5	3.5	3.5	-	3.5	3.5	-
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EXPLANATION OF CHANGES FROM REQUEST			SUMMARY OF DECISION PACKAGES		
CITY MANAGER CHANGES			FUNDED		
• 3.0% COLA	\$	5,417	• None	\$	-
CITY COUNCIL CHANGES			NOT FUNDED		
• None	\$	-	• None	\$	-
TOTAL CHANGES		\$ 5,417	TOTAL DECISION PACKAGES		\$ -

FTE - Full Time Equivalent  
Includes a part time Court Clerk, Magistrate, and Judge.

DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SERVICES	CODE COMPLIANCE	CODE COMPLIANCE	01-34-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 107,714	\$ 122,788	\$ 119,591	\$ 126,408	\$ -	\$ 126,408	\$ 129,009	\$ 2,601
5100	Supplies & Materials	3,717	4,740	4,740	4,740	-	4,740	4,420	(320)
5200	Contractual Services	4,856	6,748	6,700	6,700	-	6,700	6,700	-
5300	Repair & Maintenance	608	640	640	640	-	640	640	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 116,895	\$ 134,916	\$ 131,671	\$ 138,488	\$ -	\$ 138,488	\$ 140,769	\$ 2,281

BUDGETED FTE POSITIONS	1.5	1.5	1.5	1.5	-	1.5	1.5	-
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EXPLANATION OF CHANGES FROM REQUEST		
CITY MANAGER CHANGES		
• 3.0% COLA	\$	2,601
• Reduction in Motor Vehicle Supplies		(320)
CITY COUNCIL CHANGES		
• None	\$	-
TOTAL CHANGES	\$	2,281

SUMMARY OF DECISION PACKAGES		
FUNDED		
• None	\$	-
NOT FUNDED		
• None	\$	-
TOTAL DECISION PACKAGES	\$	-

FTE - Full Time Equivalent  
Includes one part time Code Compliance Officer.

DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SERVICES	PUBLIC SERVICES	MANAGEMENT SERVICES	01-41-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 212,586	\$ 225,073	\$ 225,069	\$ 227,145	\$ -	\$ 227,145	\$ 233,118	\$ 5,973
5100	Supplies & Materials	85	100	100	100	-	100	100	-
5200	Contractual Services	20,383	20,658	20,658	20,658	-	20,658	20,658	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 233,055	\$ 245,831	\$ 245,827	\$ 247,903	\$ -	\$ 247,903	\$ 253,876	\$ 5,973

BUDGETED FTE POSITIONS	1.0	1.0	1.0	1.0	-	1.0	1.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

- 3.0% COLA \$ 5,973

CITY COUNCIL CHANGES

- None \$ -

TOTAL CHANGES	\$ 5,973
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SUMMARY OF DECISION PACKAGES

FUNDED

- None \$ -

NOT FUNDED

- None \$ -

TOTAL DECISION PACKAGES	\$ -
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DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SERVICES	PUBLIC WORKS	STREET MAINTENANCE	01-42-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 753,137	\$ 854,055	\$ 811,052	\$ 872,830	\$ -	\$ 872,830	\$ 891,494	\$ 18,664
5100	Supplies & Materials	52,359	52,377	52,377	52,377	-	52,377	52,377	-
5200	Contractual Services	198,503	217,071	217,735	217,588	-	217,588	217,588	-
5300	Repair & Maintenance	1,376,583	3,660,228	3,661,524	2,542,600	-	2,542,600	3,636,300	1,093,700
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 2,380,581	\$ 4,783,731	\$ 4,742,688	\$ 3,685,395	\$ -	\$ 3,685,395	\$ 4,797,759	\$ 1,112,364

BUDGETED FTE POSITIONS	8.5	8.5	8.5	8.5	-	8.5	8.5	-
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EXPLANATION OF CHANGES FROM REQUEST	
CITY MANAGER CHANGES	
• 3.0% COLA	\$ 19,664
• Reduction in Overtime	(1,000)
• Reduction in Heavy Equip. Maint.	(6,300)
• Increase in Concrete Repair	250,000
CITY COUNCIL CHANGES	
• Increase in Street Overlay	850,000
TOTAL CHANGES	\$ 1,112,364

SUMMARY OF DECISION PACKAGES	
FUNDED	
• None	\$ -
NOT FUNDED	
• None	\$ -
TOTAL DECISION PACKAGES	\$ -

FTE - Full Time Equivalent  
Includes one part time Field Service position.

DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SERVICES	PARKS AND RECREATION	PARKS MAINTENANCE	01-43-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 779,695	\$ 862,381	\$ 867,734	\$ 838,571	\$ -	\$ 838,571	\$ 857,386	\$ 18,815
5100	Supplies & Materials	34,363	38,300	32,805	32,800	-	32,800	32,800	-
5200	Contractual Services	153,337	142,150	142,150	142,150	-	142,150	142,150	-
5300	Repair & Maintenance	51,297	54,400	54,400	54,400	-	54,400	54,400	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 1,018,692	\$ 1,097,231	\$ 1,097,089	\$ 1,067,921	\$ -	\$ 1,067,921	\$ 1,086,736	\$ 18,815

BUDGETED FTE POSITIONS	9.0	9.0	9.0	9.0	-	9.0	9.0	-
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EXPLANATION OF CHANGES FROM REQUEST		
CITY MANAGER CHANGES		
• 3.0% COLA	\$	18,815
CITY COUNCIL CHANGES		
• None	\$	-
TOTAL CHANGES	\$	18,815

SUMMARY OF DECISION PACKAGES		
FUNDED		
• None	\$	-
NOT FUNDED		
• None	\$	-
TOTAL DECISION PACKAGES	\$	-

FTE - Full Time Equivalent  
Includes two part time Field Service positions.



DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SERVICES	SUPPORT SERVICES	FLEET MAINTENANCE	01-45-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 227,498	\$ 251,914	\$ 247,180	\$ 254,500	\$ -	\$ 254,500	\$ 260,265	\$ 5,765
5100	Supplies & Materials	22,110	23,550	23,502	23,550	-	23,550	23,550	-
5200	Contractual Services	13,264	12,695	23,528	17,520	-	17,520	17,520	-
5300	Repair & Maintenance	4,182	5,950	5,950	5,950	-	5,950	5,950	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 267,054	\$ 294,109	\$ 300,160	\$ 301,520	\$ -	\$ 301,520	\$ 307,285	\$ 5,765

BUDGETED FTE POSITIONS	2.5	2.5	2.5	2.5	-	2.5	2.5	-
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EXPLANATION OF CHANGES FROM REQUEST		
CITY MANAGER CHANGES		
• 3.0% COLA	\$	5,765
CITY COUNCIL CHANGES		
• None	\$	-
TOTAL CHANGES	\$	5,765

SUMMARY OF DECISION PACKAGES		
FUNDED		
• None	\$	-
NOT FUNDED		
• None	\$	-
TOTAL DECISION PACKAGES	\$	-

FTE - Full Time Equivalent  
Includes one part time Mechanic position.

DIVISION SUMMARY

PROPOSED BUDGET

Function	Department	Division	Account
PUBLIC SERVICES	SUPPORT SERVICES	BUILDING MAINTENANCE	01-45-02

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 201,357	\$ 214,086	\$ 209,632	\$ 216,518	\$ -	\$ 216,518	\$ 221,639	\$ 5,121
5100	Supplies & Materials	12,869	18,675	18,675	18,675	-	18,675	18,675	-
5200	Contractual Services	22,161	24,000	24,000	24,000	-	24,000	24,000	-
5300	Repair & Maintenance	29,303	40,586	40,086	40,200	-	40,200	40,200	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 265,689	\$ 297,347	\$ 292,393	\$ 299,393	\$ -	\$ 299,393	\$ 304,514	\$ 5,121

BUDGETED FTE POSITIONS	2.0	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• 3.0% COLA	\$ 5,121
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CITY COUNCIL CHANGES

• None	\$ -
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TOTAL CHANGES	\$ 5,121
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SUMMARY OF DECISION PACKAGES

FUNDED

• None	\$ -
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NOT FUNDED

• None	\$ -
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TOTAL DECISION PACKAGES	\$ -
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DIVISION SUMMARY

Function

COMMUNITY DEVELOPMENT

Department

COMMUNITY DEVELOPMENT

Division

MANAGEMENT SERVICES

Account

01-51-01

PROPOSED BUDGET

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 245,275	\$ 263,295	\$ 260,081	\$ 265,521	\$ -	\$ 265,521	\$ 272,100	\$ 6,579
5100	Supplies & Materials	-	500	-	500	-	500	500	-
5200	Contractual Services	7,871	14,095	6,745	10,845	-	10,845	10,845	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 253,146	\$ 277,890	\$ 266,826	\$ 276,866	\$ -	\$ 276,866	\$ 283,445	\$ 6,579

BUDGETED FTE POSITIONS	1.5	1.5	1.5	1.5	-	1.5	1.5	-
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EXPLANATION OF CHANGES FROM REQUEST			SUMMARY OF DECISION PACKAGES		
CITY MANAGER CHANGES			FUNDED		
• 3.0% COLA	\$	6,579	• None	\$	-
CITY COUNCIL CHANGES			NOT FUNDED		
• None	\$	-	• None	\$	-
TOTAL CHANGES		\$ 6,579	TOTAL DECISION PACKAGES		\$ -

FTE - Full Time Equivalent  
Includes one part time Intern position.

DIVISION SUMMARY

PROPOSED BUDGET

Function

COMMUNITY DEVELOPMENT

Department

PLANNING AND ZONING

Division

PLANNING

Account

01-52-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 242,181	\$ 268,069	\$ 263,982	\$ 247,594	\$ -	\$ 247,594	\$ 253,653	\$ 6,059
5100	Supplies & Materials	203	500	500	500	-	500	500	-
5200	Contractual Services	3,544	9,100	7,385	9,100	-	9,100	9,100	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 245,928	\$ 277,669	\$ 271,867	\$ 257,194	\$ -	\$ 257,194	\$ 263,253	\$ 6,059

BUDGETED FTE POSITIONS	2.0	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST			SUMMARY OF DECISION PACKAGES		
CITY MANAGER CHANGES			FUNDED		
• 3.0% COLA	\$	6,059	• None	\$	-
CITY COUNCIL CHANGES			NOT FUNDED		
• None	\$	-	• None	\$	-
TOTAL CHANGES		\$ 6,059	TOTAL DECISION PACKAGES		\$ -

DIVISION SUMMARY

PROPOSED BUDGET

Function  
COMMUNITY DEVELOPMENT

Department  
INSPECTIONS

Division  
INSPECTIONS

Account  
01-53-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 313,279	\$ 343,789	\$ 339,203	\$ 356,787	\$ -	\$ 356,787	\$ 365,436	\$ 8,649
5100	Supplies & Materials	4,451	5,000	5,000	5,000	-	5,000	5,000	-
5200	Contractual Services	2,704	8,001	5,285	4,676	-	4,676	4,676	-
5300	Repair & Maintenance	611	500	500	1,700	-	1,700	1,700	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 321,046	\$ 357,290	\$ 349,988	\$ 368,163	\$ -	\$ 368,163	\$ 376,812	\$ 8,649

BUDGETED FTE POSITIONS	3.0	3.0	3.0	3.0	-	3.0	3.0	-
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EXPLANATION OF CHANGES FROM REQUEST			SUMMARY OF DECISION PACKAGES		
CITY MANAGER CHANGES			FUNDED		
• 3.0% COLA	\$	8,649	• None	\$	-
CITY COUNCIL CHANGES			NOT FUNDED		
• None	\$	-	• None	\$	-
TOTAL CHANGES		\$ 8,649	TOTAL DECISION PACKAGES		\$ -

DIVISION SUMMARY

PROPOSED BUDGET

Function  
PUBLIC SERVICES

Department  
ENGINEERING

Division  
ENGINEERING

Account  
01-54-01

			2022-23		2023-24				
ACCT NO.	EXPENDITURES BY CLASSIFICATION	2021-22 ACTUAL	BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 317,014	\$ 300,060	\$ 295,646	\$ 307,763	\$ -	\$ 307,763	\$ 315,628	\$ 7,865
5100	Supplies & Materials	4,410	3,200	3,200	3,200	-	3,200	3,200	-
5200	Contractual Services	6,404	8,580	8,580	8,580	-	8,580	8,580	-
5300	Repair & Maintenance	15	500	500	500	-	500	500	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 327,843	\$ 312,340	\$ 307,926	\$ 320,043	\$ -	\$ 320,043	\$ 327,908	\$ 7,865

BUDGETED FTE POSITIONS	2.0	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST		
CITY MANAGER CHANGES		
• 3.0% COLA	\$	7,865
CITY COUNCIL CHANGES		
• None	\$	-
TOTAL CHANGES	\$	7,865

SUMMARY OF DECISION PACKAGES		
FUNDED		
• None	\$	-
NOT FUNDED		
• None	\$	-
TOTAL DECISION PACKAGES	\$	-



**SECTION SIX**  
**DECISION PACKAGES**

For FY 2023-24 there is one decision package, upgrading the part time Animal Control Officer to full time. With inflation, possibility of a recession, and S.B. 2 3.5% property tax cap it was decided that this budget year the City should limit the number of decision packages to better position itself for these potential unknowns and loss of revenue.



## DECISION PACKAGE DETAIL

## COST CENTER DETAIL

Function

Department

Division

Account

**PUBLIC SAFETY**

**POLICE**

**ANIMAL CONTROL**

**01-31-07**

DECISION PACKAGE TITLE: Upgrade part-time Animal Control position to full-time.		NUMBER:	1
ACCOUNT TITLES	ACCOUNT NUMBER	DEPARTMENT HEAD RECOMMENDATION	CITY MANAGER RECOMMENDATION
Personal Services	5000	\$ 67,884	\$ 67,884
Supplies and Materials	5100	400	400
Contractual Services	5200	250	250
Repair and Maintenance	5300		
Capital Outlay	5400		
TOTAL DECISION PACKAGE EXPENDITURES REQUESTED		\$ 68,534	\$ 68,534
<b>DESCRIPTION:</b> Upgrade the part-time Animal Control Officer to full-time Animal Control Officer.			
<b>JUSTIFICATION:</b> The City of Benbrook currently employs one full-time and one part-time animal control officers. Due to the city's population growth and increased visibility of the new animal control shelter (opened in 2018), the city has seen significant increases to service demand levels. Comparing calendar year 2018 to 2022, the total number of calls to the shelter have increased 40%, overall animal control calls have increased 29%, and the total number of dogs housed at the shelter have increased 64%. Due to the increased call volume, police patrol officers have increasingly been called to respond to "after-hour and week-end" animal control calls, which takes away from their patrol duties. The additional full-time animal control officer position is necessary for the city to continue to provide effective and high-quality animal control services.			
<b>CONSEQUENCES OF DISAPPROVAL:</b> The level of services demand will necessitate greater police patrol officer involvement and an increase in the animal control officers overtime hours.			
<b>OTHER INFORMATION:</b> Upon approval of the second-full time animal control officer position, the part-time animal control officer position will be eliminated.			



**SECTION SEVEN**  
**DEBT SERVICE**

The first table provides a fund balance summary that shows the fund's beginning balance, revenues by source, expenditures by category, transfers, and ending balance. The Debt Service Fund is projected to begin FY 2023-24 with a fund balance of \$458,901 based on FY 2022-23 re-estimates of revenues, expenditures, transfers, and use of reserves. In FY 2023-24 revenues are projected to total \$1,199,914 and expenditures are projected to total \$1,532,629. A transfer in the amount of \$338,485 is scheduled for FY 2023-24 to the Debt Service Fund from the Storm Water Utility Fund for principal and interest costs related to drainage projects. The ending fund balance is projected to be \$464,671.

The second table provides a schedule of debt requirements from October 1, 2023 through maturity for all of the City's general obligation bonds, along with bonds paid for by the Storm Water Utility Fund.

**CITY OF BENBROOK**  
**DEBT SERVICE FUND**  
**SCHEDULE OF REQUIREMENTS**  
**OCTOBER 1, 2023 TO MATURITY**

Year Ending 09-30	General Obligation Bonds			Certificate of Obligation Bonds			Total Outstanding Debt	Less Self- Supporting Drainage Debt	Total Debt Service Requirements
	Principal	Interest	Total	Principal	Interest	Total			
2024	\$ 885,000	\$ 568,830	\$ 1,453,830	\$ 65,000	\$ 9,999	\$ 74,999	\$ 1,528,829	\$ 338,485	\$ 1,190,344
2025	915,000	537,491	1,452,491	70,000	7,272	77,272	1,529,763	340,119	1,189,644
2026	675,000	514,794	1,189,794	70,000	4,444	74,444	1,264,238	74,444	1,189,794
2027	695,000	494,144	1,189,144	75,000	1,515	76,515	1,265,659	76,515	1,189,144
2028	725,000	465,744	1,190,744	-	-	-	1,190,744	-	1,190,744
2029	750,000	436,244	1,186,244	-	-	-	1,186,244	-	1,186,244
2030	785,000	405,544	1,190,544	-	-	-	1,190,544	-	1,190,544
2031	815,000	373,544	1,188,544	-	-	-	1,188,544	-	1,188,544
2032	845,000	344,569	1,189,569	-	-	-	1,189,569	-	1,189,569
2033	870,000	318,844	1,188,844	-	-	-	1,188,844	-	1,188,844
2034	895,000	292,369	1,187,369	-	-	-	1,187,369	-	1,187,369
2035	925,000	265,069	1,190,069	-	-	-	1,190,069	-	1,190,069
2036	950,000	236,944	1,186,944	-	-	-	1,186,944	-	1,186,944
2037	975,000	212,944	1,187,944	-	-	-	1,187,944	-	1,187,944
2038	995,000	193,244	1,188,244	-	-	-	1,188,244	-	1,188,244
2039	1,015,000	173,144	1,188,144	-	-	-	1,188,144	-	1,188,144
2040	1,035,000	152,644	1,187,644	-	-	-	1,187,644	-	1,187,644
2041	1,055,000	131,744	1,186,744	-	-	-	1,186,744	-	1,186,744
2042	1,080,000	110,394	1,190,394	-	-	-	1,190,394	-	1,190,394
2043	1,100,000	87,906	1,187,906	-	-	-	1,187,906	-	1,187,906
2044	1,125,000	64,266	1,189,266	-	-	-	1,189,266	-	1,189,266
2045	1,150,000	39,375	1,189,375	-	-	-	1,189,375	-	1,189,375
2046	1,175,000	13,219	1,188,219	-	-	-	1,188,219	-	1,188,219
<b>TOTALS</b>	<b>\$21,435,000</b>	<b>\$6,433,005</b>	<b>\$27,868,005</b>	<b>\$280,000</b>	<b>\$23,230</b>	<b>\$303,230</b>	<b>\$28,171,235</b>	<b>\$829,563</b>	<b>\$27,341,672</b>



**SECTION EIGHT**  
**SUPPLEMENTAL INFORMATION**

The Supplemental Information Section provides information regarding the City's budget process including: City Charter Requirements, Budget Process, Citizen Input and Public Hearings, and a Glossary of Terms.



## **CITY CHARTER REQUIREMENTS**

The City of Benbrook Charter, as approved by the Benbrook City Council in 1983 and amended in 1990 and again in 1997, has the following requirements for the City Budget:

### **Submission of the Budget**

On or before the first day in September of each year, the City Manager shall submit to the City Council a balanced budget for the ensuing fiscal year and an accompanying message.

### **The Budget Message**

The Budget Message shall explain the budget in fiscal terms and in terms of working programs for the ensuing fiscal year. It shall outline proposed financial policies of the City and shall include other materials as the City Manager deems necessary.

### **Budget Contents**

The budget shall contain the following:

1. Comparative figures for the estimated income and expenditures for the ensuing fiscal year compared to the combination of: actual income and expenditures through the latest complete accounting period that information is available for at the commencement of budget preparation, and the estimated income and expenditures for the incomplete portion of the current fiscal year.
2. The proposed expenditures of each office, department, or function.
3. A schedule showing the debt service requirement due on all outstanding indebtedness and on any proposed debt.
4. The source or basis of the estimate.
5. The total of the proposed expenditures shall not exceed the total estimated income and the balance of available funds.
6. The budget message shall include a forecast of a five-year estimate of revenues and expenditures and an explanation of its effect on taxation. The source or basis of the estimates shall be a part of the forecast.

### **Public Hearings on the Budget**

The Council shall hold at least one more public hearing on the proposed budget prior to the final adoption. Public Notice of the hearing(s) shall be published in the official medium not more than thirty days prior to the hearing(s). The City Secretary shall provide copies of the proposed budget to the public at cost, upon request.

### **Adoption of the Budget**

The City Council shall adopt the proposed budget, with or without amendment, after public hearings and



before the first day of the ensuing fiscal year. Should the Council take no final action before the first day of the ensuing fiscal year, the amounts appropriated for the current fiscal year shall be deemed adopted on a month to month basis. Final adoption shall constitute appropriation of the expenditures proposed from funds so indicated.

**Amendments after Adoption**

During the fiscal year, the City Council shall have the power to make budget adjustments. Expenditures that could not, by reasonable thought and attention, have been included in the original budget, may be authorized by the City Council. All such authorizations by the City Council shall be filed as amendments to the original budget, including the reasons for such amendments.

**Defects in the Budget**

Defects in the form or preparation of the budget or the failure to perform any procedural requirements shall not invalidate any tax levy, nor shall it invalidate the tax roll.

**PUBLIC HEARINGS**

The City Council will conduct one public hearings on the FY 2023-24 Budget and one on the FY 2023-24 property tax rate. Notices on the public hearings, as well as a Summary of the FY 2023-24 Proposed Budget, will be published in the ***Fort Worth Star-Telegram*** and on the City's website.

The public hearings on the FY 2023-24 Budget and FY 2023-24 property tax rate will be held in conjunction with the regular City Council meeting. Citizens will be allowed to voice their concerns and questions regarding the FY 2023-24 Budget and the property tax rate.

At a separate regular meeting of the City Council, the Council will vote to adopt the FY 2023-24 Budget and to set the property tax rate. Notices on the proposed ordinances, as well as a Summary of the FY 2023-24 Proposed Budget, will be posted on the City of Benbrook website at [www.benbrook-tx.gov](http://www.benbrook-tx.gov) and will be published in the ***Fort Worth Star-Telegram***.



## **THE BUDGET PROCESS**

### **December**

The Assistant City Manager, Public Services Director, and the Planning Director prepare the annual Capital Improvements Report (which lists proposed capital improvements along with the estimated cost, the means of financing the proposed improvements, and the year in which the proposed improvement project is scheduled to be undertaken). The City holds Public Hearings on the Capital Improvements Report.

### **January**

The City officially adopts the Capital Improvements Report that outlines capital improvement projects the City undertakes for the next five years.

### **April**

The Finance Director prepares the budget work papers for the various activity areas of the City with prior year actual and budgeted, current year budgeted amounts, current year six month totals, and current year estimated twelve month total (salary and fringe benefit costs only) pre-printed for each activity.

### **May**

The budget work papers are made available to the various Department Directors to prepare their budget request for the ensuing fiscal year. Worksheets, forms, and instructions are posted on the City's shared file.

The Finance Director prepares revenue re-estimates for the current fiscal year and revenue projections for the upcoming fiscal year.

### **June**

Department Directors return completed work papers to the Finance Director. The Finance Director prepares a summary of the departmental budget requests for the City Manager. The Finance Director also provides revenue re-estimates and projections to the City Manager along with re-estimated and projected fund balances for the next five years for the General Fund, Debt Service Fund, and these two funds combined. The City Manager uses these long-range projections as a target for reducing proposed expenditures in the Department budget requests. His goal is to balance proposed expenditures against the anticipated revenue and existing reserves to maintain fund balances at an acceptable level.

The City Manager reviews the proposed activity budgets with each Department Director. At this time, some items are restored to the proposed activity budgets. Additional cuts usually are necessary to compensate for the items that have been restored to the various budget proposals.

### **July**

The Finance Director prepares a Preliminary Budget Document that includes detailed revenue and expenditure summaries, fund balance estimates and projections, summaries of each activity's budget request along with documentation of all changes made by the City Manager, copies of all funded and unfunded decision packages, and a narrative explanation of the issues that City Council faces and resolves during the upcoming budget deliberations.

The City Manager and Finance Director meet with City Council to canvass Council Members on any program additions or deletions that City Council members request including in the Proposed Budget. At this meeting, the City Manager provides City Council with a brief summary of any anticipated budget problems. The City Council provides direction for the City Staff to follow in preparing the Preliminary Budget.

Towards the end of July (before or on July 25), the City receives assessed valuation totals from the Tarrant Appraisal District. The Finance Director finalizes property tax revenue projections.

### **August**

The City Council begins conducting work sessions to review the Proposed Budget. The City Council meets with any community group or organization that requests funding from the City of Benbrook.

The City Council continues to hold work sessions on the Proposed Budget until agreement is reached by a majority of City Council members on the level of spending to include for City programs and the means to finance these expenditures. When a Proposed Budget has been agreed upon, the Finance Director prepares an updated Proposed Budget for distribution to the City Council, City Department Directors, and concerned citizens. The Finance Director calculates and publishes a notice of no-new-revenue tax rate. Public meetings on the adoption of the Proposed Budget and Tax Rate are scheduled and notices of these meetings are published in the official newspaper.

### **September**

The City Council holds public hearings on the Proposed Budget and on the Proposed Tax Rate. The City Council adopts the annual budget at the next regularly-scheduled (the second meeting in September).

### **October, November, and December**

During October and November, the Finance Director prepares the Adopted Budget Document. Copies of the Adopted Budget are presented to the City Council before the end of the calendar year. Copies of the Adopted Budget Document are made available to the public.

**CITIZEN INPUT AND PUBLIC HEARINGS**

The City of Benbrook's Annual Budget process is a lengthy one which requires input from each of the City's Department Directors, City Manager, City Council, civic organizations, and the citizens of Benbrook.

The schedule will be followed to obtain citizen input during the 2023-24 Budget Adoption Process:

<b>ACTIVITY</b>	<b>DATE</b>
Budget Kickoff meeting with Department Heads	April 25 <sup>th</sup>
Return Budget Materials to Finance Director	May 12 <sup>th</sup>
Finance Director Summarizes Budget Requests and Submits with Estimated Revenues and Expenditures	May 15 <sup>th</sup> – 19 <sup>th</sup>
City Manager's Review of Proposed Budgets	May 22 <sup>rd</sup> – 26 <sup>th</sup>
Department Head Meetings with City Manager	June 12 <sup>th</sup> – 16 <sup>th</sup>
Preliminary Discussion of Budget with City Council	July 6 <sup>th</sup> (CC meeting)
TAD Provides Assessed Valuation Data	July 25 <sup>th</sup>
Initial Draft Budget Prepared for City Council	July 31 <sup>st</sup>
TAD Values and Proposed Rate to City Council City Council Budget Work Sessions	August 17 <sup>th</sup>
Publication of Public Hearing Notices in Newspaper	August 31 <sup>st</sup>
Public Hearing on Proposed Budget and Tax Rate	September 7 <sup>th</sup>
Publication of Notices in Newspaper to Adopt Budget and Tax Rate	September 14 <sup>th</sup>
Budget Submitted for Council Adoption and Tax Rate	September 21 <sup>st</sup>



**BUDGET GLOSSARY**

The Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Annual Budget Document in understanding these terms, a budget glossary has been included.

**ACCOUNT**

A code designed for convenience in referencing classification information for computer operations. The code specifically designates character and object code information.

**ACCRUAL ACCOUNTING**

A basis of accounting in which revenues are recognized in the period in which they are earned and become measurable, and expenses are recognized in the period incurred instead of when cash is actually received or spent. For example, in accrual accounting revenue that was earned between January 1 and March 31, but for which payment was not received until April 15, is recorded as being received on March 31 rather than on April 15.

**ACTIVITY CLASSIFICATION**

Expenditure classification according to the specific function performed by the organizational units.

**APPROPRIATION**

A legal authorization made by the City Council that permits the City to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to the time period in which it may be expended.

**APPROPRIATION ORDINANCE**

The official enactment by the City to establish legal authority for City officials to obligate and to expend resources.

**APPRAISED VALUE**

The estimated value of a piece of property for the purpose of taxation.

**ASSESSED VALUATION**

A value that is established for real or personal property for use as a basis for levying property values. (Note: Property values in the City of Benbrook are established by the Tarrant Appraisal District).

**AUDIT**

A comprehensive investigation of the manner in which the government's resources were actually utilized. The audit can be classified as a financial audit or a performance audit. A financial audit is a review of the accounting system and related financial information to determine how government funds were spent and whether expenditures complied with the legislative body's appropriations. A performance audit consists of a review of how well the government met its stated goals.

**BALANCE SHEET**

A financial statement that discloses the assets, liabilities, reserves, and balances of a specific governmental fund as of a



specified date.

BOND

A written promise to pay a specific sum of money at a specified date or dates in the future, together with periodic interest at a specified rate. The most common types of bonds are general obligation and revenue bonds. These bonds are most frequently used for construction of large capital projects such as streets, drainage, and buildings. The repayment of both the principal and interest are detailed in a bond ordinance.

BONDED DEBT

That portion of indebtedness represented by outstanding bonds.

BOND ORDINANCE

An ordinance or resolution adopted by the legislative body that authorizes a bond issue.

BUDGET

A financial plan, for a specified period (fiscal year), of operations that matches all planned revenues and expenditures with services provided to the residents of the City.

BUDGET ADJUSTMENT

A procedure, established by the City Charter, used to revise a budget amount after the budget has been adopted by the City Council.

BUDGET CALENDAR

The schedule of key dates which the City Staff follows in the preparation, adoption, and administration of the budget.

BUDGET DOCUMENT

The instrument used by the budget making authority to present a comprehensive financial plan of operations to the City Council.

BUDGET MESSAGE

The opening section of the budget document that provides the City Council and the public with a summary of the most important aspects of the budget, changes from prior years, and views and recommendations of the City Manager.

BUDGET ORDINANCE

The official enactment, by the City Council, to authorize legally the City Staff to obligate and expend the resources of the City.

BUDGETARY CONTROL

The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenue.

BUDGETED AMOUNT

An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

BUDGETED FUNDS

Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body. The Budget Document that is submitted for City Council approval is comprised of budgeted funds.

CAPITAL ASSET REPLACEMENT

A fund established by the City Council to finance major equipment (\$30,000 or more) over several years rather than during one budget year.

CAPITAL IMPROVEMENT PROGRAM

A long-range plan for providing the capital outlay necessary to insure that adequate services are provided to the residents of the City. The plan includes improvements to or the acquisition of structural improvements and major equipment purchases.

CAPITAL PROJECTS FUND

A fund created to account for the financial resources to be used for the acquisition of or the construction of major capital facilities or equipment.

CAPITAL IMPROVEMENT REPORT

A separate budget document that lists, in detail each Capital Improvement Program along with the proposed method of financing the program and the year the project is undertaken.

CAPITAL OUTLAY

An expenditure which results in the acquisition or addition to fixed assets.

CASH ACCOUNTING

A basis of accounting in which transactions are recorded when cash is either received or expended.

CASH MANAGEMENT

The management of cash necessary to pay for governmental services while investing temporarily idle cash excesses in order to earn the maximum interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporarily idle cash.

CHARACTER

A basis for distinguishing types of expenditures; the major classification used by the City are: Personal Services, Supplies and Materials, Contractual Services, Repair and Maintenance, Capital Outlay, and Debt Service.

COMBINED SUMMARY STATEMENT

A summary of two or more funds presented on a single page that includes a total of the funds presented.

CURRENT TAXES

Taxes that are levied and due within one year.

DEBT SERVICE

The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-

determined payment schedule.

DEBT SERVICE FUND

A fund established to account for the accumulation of resources for and the payment of long-term debt principal and interest.

DEBT SERVICE FUND REQUIREMENTS

The amount of revenues which must be provided for a Debt Service Fund so that all principal and interest payments can be made in full and on time.

DEFICIT

The excess of expenditures over revenues during an accounting period.

DELINQUENT TAXES

Taxes that remain unpaid on or after the date on which penalty for non-payment is attached.

DEPARTMENT

A major administrative organizational unit of the City which indicates overall management responsibility for one or more activities.

DISBURSEMENT

Payment for goods and services in cash or by check.

DIVISION

A department is broken down by division which focuses on a specific area of operation within the department.

ENCUMBRANCE

The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

ESTIMATED REVENUE

The amount of projected revenues to be collected during the fiscal year. The projected financing sources estimated to finance the proposed projected expenditures.

EXPENDITURE

A decrease in the net financial resources of the City due to the acquisition of goods or services.

FISCAL YEAR

A twelve-month period to which the annual operating budget applies. The City has established October 1 through September 30 as its fiscal year.

FIXED ASSETS

Assets of a long-term character which are intended to continue to be held or used. Examples of fixed assets include items such as land, buildings, machinery, furniture, and other equipment.

FULL FAITH AND CREDIT

A pledge of the general taxing power of a government to repay debt obligations (the term is typically used in reference to bonds).

FUNCTION

A group of related activities aimed at accomplishing a major

service, which indicates overall management responsibility for one or more departments. The City has five functions: General Government, Staff Services, Public Safety, Public Services, and Community Development.

FUND

An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or governmental functions. The major funds used by the City include: General Fund, Debt Service Fund, Capital Projects Fund, Special Assessment Fund, and Capital Asset Replacement Fund.

FUND BALANCE

The excess of assets over liabilities. Fund Balance is also known as surplus funds or reserves.

GENERAL FUND

The fund used to account for all financial resources except those required to be accounted for in one of the City's other special purpose funds.

GENERAL LEDGER

A file that contains a listing of various accounts necessary to reflect the financial position and results of operation of the government.

GENERAL OBLIGATION BONDS

Bonds that finance a variety of public improvement projects which pledge the "Full Faith and Credit" of the City for their repayment.

GRANTS

Contributions or gifts of cash or other assets from another government or organization to be used or expended for a specific purpose, activity, or facility. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

INTERFUND TRANSFERS

Amounts transferred from one fund to another.

INVENTORY

A detailed listing of property currently held by the government that shows quantities, descriptions, and values of the property as well as units of measure and unit price.

INVOICE

A bill requesting payment for goods or services by a vendor or other governmental unit.

LEVY

To impose taxes, special assessments, or service charges for the support of City activities.

LINE-ITEM BUDGET

A budget that lists each expenditure category (salary, supplies, travel, repairs, etc.) separately, along with the dollar amount budgeted for each specific category.

<u>LONG-TERM DEBT</u>	Debt with a maturity of more than one year after the date of issuance.
<u>MODIFIED ACCRUAL ACCOUNTING</u>	A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received.
<u>OBJECT CODE</u>	An expenditure category, such as salaries, supplies, travel, electricity, or communications equipment. Object codes are grouped together to form character classifications.
<u>OPERATING BUDGET</u>	The portion of the budget that pertains to daily operations that provide the basic governmental services. The General Fund and the Debt Service Fund comprise the City's operating budget.
<u>ORDINANCE</u>	A formal legislative enactment by the governing board of a municipality.
<u>PERFORMANCE BUDGET</u>	A budget wherein expenditures are based primarily upon measurable performance of activities and work programs.
<u>PERFORMANCE MEASUREMENT</u>	Specific quantitative and qualitative measurements of work performed as an objective of the activity, department, division, or fund.
<u>PROGRAM BUDGET</u>	A budget that focuses upon the goals and objectives of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditures.
<u>PROPERTY TAX</u>	Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.
<u>RECONCILIATION</u>	A detailed summary of the increases and decreases from one budget year to the next.
<u>REQUISITION</u>	A written request from one department to the Purchasing Agent for specific goods or services. This action precedes the authorization of a purchase order.
<u>RESERVES</u>	An account used to indicate a portion of a fund balance is restricted for a specific purpose and is therefore not available for general appropriations.
<u>REVENUE</u>	Funds that the government receives as income. Revenue includes such items as: tax payments, fees from specific services, receipts from other governments, fines, forfeitures,

and interest income.

REVENUE REFUNDING BONDS

Bonds with principal and interest payable exclusively from a revenue source pledged as the payment source before issuance. This type of bonds can be issued with or without voter approval.

RISK MANAGEMENT

An organized attempt to protect a government's assets against accidental loss in the most economical method and with the least risk.

SOURCE OF REVENUE

Revenues are classified according to their source or point of origin.

SPECIAL ASSESSMENT

A compulsory levy made against certain properties to defray all or part of the cost of a specific improvement or service deemed to benefit primarily those properties. The following are examples of special assessments used by the City: street, curb and gutter, drive approach, sidewalk, mowing, and demolition assessments.

SPECIAL ASSESSMENT FUND

A fund used to account for the construction of improvements with special assessment funds. The fund also accounts for the repayment of special assessment from property owners that have benefited from improvements or services regardless of the fund responsible for the original expenditure.

TARRANT APPRAISAL DISTRICT

An entity established by State of Texas law to insure uniform property appraisals for all cities in Tarrant County.

TAX RATE

The amount of tax stated in terms of a unit of the tax base; for example, 56.50 cents per \$100 of appraised calculation of taxable property.

TAX ROLL

The official list showing the amount of taxes levied against each taxpayer.

VOUCHER

A document indicating that a transaction has occurred. A voucher usually contains the account related to the transaction.

WORK PROGRAM

A plan of work proposed to be done during a particular period by the government in carrying out its assigned activities.